



**CITY OF MAYER
REGULAR CITY COUNCIL MEETING
CITY COUNCIL CHAMBERS
MONDAY, SEPTEMBER 10, 2018
6:30 PM**

AGENDA

- 1. Call Meeting to Order**
- 2. Pledge of Allegiance**
- 3. Approval of Agenda**
- 4. Public Comment (Please limit comments to 5 minutes)**
- 5. Consent Agenda**
 - A. Minutes
 1. August 27, 2018 City Council Meeting Minutes
 2. July 12, 2018 Planning Commission Meeting Minutes
 - B. Claims
 - C. MN Services Cleaning Contract
 - D. Ordinance 223 Summary – Resolution 9-10-18-25
- 6. Reports and Recommendations of City Departments, Consultants, Commissions and Committees**
 - A. Administrative
 1. Utility Rate Study
 - B. Personnel
 1. 2019 Employee Benefits
 - C. Planning Commission
 1. Coldwater Crossing 8th Addition – Preliminary Plat – Resolution 9-10-18-26
 2. Coldwater Crossing 8th Addition – Planning Unit Development (PUD) – Resolution 9-10-18-27
 - D. Park Commission
 1. West Ridge Park Amenities – Installation Quote
- 7. City Council Reports**
- 8. Other Business**
- 9. Upcoming Meetings & Events**

September 11, 2018 – Park Commission Meeting
September 24, 2018 – City Council Meeting
September 25, 2018 – EDA Meeting

10. For Your Information

11. Adjournment

MAYER CITY COUNCIL MEETING MINUTES – AUGUST 27, 2018

Call Regular meeting to order at 6:30 p.m. by Mayor Dodge

PRESENT: Mayor Dodge, Council Members Boder, Butterfield, McNeilly, and Stieve-McPadden

ABSENT: None

STAFF: City Administrator McCallum, City Engineer Martini, City Planner Anderson, City Attorney Sullivan, Public Works Kuntz, Fire Chief Maetzold, and Deputy Clerk Gildemeister

ALSO PRESENT: Deputy Sheriff Stahlke, John Rodd, Kristine Anderson, Liza Donabauer, Mark Kjolhaug, Ivan Raconteur, Don Wachholz, Jon Maetzold, Les Hahn, Mike Wegner, Kaye Timmers, Curtis Ziermann, Symone Jopp, Jack Heinlein, Greg Hoese, John Henschen

The meeting was opened with the Pledge of Allegiance.

APPROVE AGENDA

A MOTION was made by Council Member McNeilly with a second by Council Member Butterfield to approve the agenda with the addition of MN Services and Purchase Fire Department Equipment moved to first item of discussion. Motion Carried 5/0

PUBLIC COMMENT

None

APPROVE CONSENT AGENDA

A MOTION was made by Council Member Stieve-McPadden with a second by Council Member Boder to approve the Consent Agenda with the removal of MN Service Cleaning Contract from Consent Agenda and added to Regular Council Agenda. Motion Carried 5/0.

1. Approve the Minutes of the August 13, 2018 Regular Council Meeting.
2. Approve the Minutes of the August 13, 2018 Council Workshop Meeting.
3. Approve Claims for the Month of August 2018. Check numbers 21725 to 21762
4. Approve Temporary 1-4 Day On-Sale Liquor License for Mayer Lutheran High School.
5. Approve Resolution 8-27-18-21 Accepting Fire Department Donation from Shakopee Mdewakanton Sioux Community.
6. Approve Lion's Club Adopt a Park Application for West Ridge Park.
7. Approve Resolution 8/27/18-22 2nd Street Road Closure Permit for Zion Lutheran Sunday school.
8. Acknowledge City Administrator report for the month of August 2018.
9. Acknowledge Public Works Report of Activities from July 20 to August 22, 2018.
10. Acknowledge City Engineer Summary Report of Projects from June 16 to July 13, 2018.
11. Acknowledge Fire Department Report for the month of July 2018.
12. Acknowledge Sheriff's Department Report for the Month of July 2018.

Deputy Stahlke addressed the Council and provided a summary of his report and an update on vehicles around town in violation of the 24 hour parking ordinance. He asked Council for direction and support of enforcing the 24 parking ordinance by ticketing and towing. The Council recommended Deputy Stahlke use his discretion at this time. Deputy Stahlke talked about potential parking issues during the winter months and recommended Council take a look at the language of the Snow Parking Ordinance which states no parking on city streets after "1 inch snowfall" and change the language to say something like "No parking on City Streets from November 1st to April 30 instead of the. Council Member Boder asked Deputy Stahlke about the County's Speed Trailer and directed him to let the City Administrator know when it was available. Council directed City Administrator to add continued discussion on Enforcement to a future Council Meeting.

CITY ADMINISTRATOR

1. **Approve Purchase of Fire Department Equipment** – Fire Chief Maetzold ask Council to approve the purchase of 12 Integrated Thermal Imaging Cameras. He stated the cost to be \$12,000 (\$1,000 each) of which the Fire Department recently received a grant from the Mdewakanton Sioux Community in the amount of \$2000. He stated the grant will cover the purchase of two cameras and the remaining ten will be purchased with reserved grant money received in the past. A MOTION to approve the purchase of 12 imaging cameras in the amount of \$12,000 was made by Council Member Stieve-McPadden and seconded by Council Member McNeilly. Motion carried 5/0.

2. **Presentation of the Comprehensive Wage Study** –Liza Donabauer of David Drown & Associates, presented the Comprehensive Wage Study to the Council. Donabauer summarized that in January 2018, the City Council approved doing a classification and comprehensive study for the current and future employment positions for the City of Mayer. She outlined the process that was taken to update job descriptions and perform a market wage and benefit analysis. She provided a summary of the study and highlighted areas that fell within comparable rages and those that need improvement. She pointed out one area that falls outside the comparable range and needs improvement is with the employee health benefits. Donabauer also presented compensation plan options that included two systems for wage increases for City employees. One is an “Open Range” which is merit or review based. The second is an “8 Step” system. Council appreciated the Liza Donabauer’s summary of the Comprehensive Wage Study and agreed it will be a very useful tool. A MOTION to accept Comprehensive Wage Study from David Drown & Associates was made by Council Member Boder and seconded by Council member Butterfield. Motion carried 5/0.

3. **Approve City Administrators request to attend Hamline University for Economic Development Certificate** – City Administrator McCallum asked for approval to attend Hamline University’s Economic Development Certificate program. Certificate Classes meet at Hamline’s Minneapolis campus. All students must complete 90 hours of training in seven monthly sessions over an eight month period. Students who complete the Economic Development coursework receive a certificate from the Hamline University School of Business Public Administration program. The cost for the program is \$2,950.
Classes meet on the following dates:
November 15-16, 2018
January 17-18, 2019
February 14-15, 2019
March 14-15, 2019
April 18-19, 2019
May 16-17, 2019
June 13-14, 2019
A MOTION to approve City Administrator to attend Hamline University for Economic Development Certificate at a cost of \$2,950 plus time and mileage was made by Council Member Boder and seconded by Council Member Butterfield. Motion Carried 5/0

4. **Approve Resolution 8-27-18-24 Application to Fill 0.3 Acre of Wetland to Facilitate the Hoese Wetland Fill Project-** A MOTION to approve Resolution 8-27-2018-24 Hoese Wetland Application for Replacement of 0.3 acres of Agricultural Wetland was made by Council Member Stieve-McPadden and seconded by Council Member Butterfield. Motion carried 5/0.

5. **Discussion on 2nd Street Construction Traffic** –At the September 25, 2017 Council Workshop, there was a request to review the current City Attorney’s Contract and expenses for 2017. There were concerns about

going over budget for 2017. A request to go out for proposals for City Attorney was discussed. A MOTION to Approve Request to Seek Proposals for City Attorney was made by Council Member Boder and seconded by Council Member Butterfield. Motion Carried 5/0

6. **Discussion on Kids Company Lease** - City Administrator McCallum updated the Council on the status of Watertown-Mayer Community Education Kids Company Program located at Mayer Community Center. Community Education Kids Company will no longer have a site in Mayer due to low enrollment numbers. City Administrator informed Council that there is no termination language written into the current lease and asked Council for direction with the Kids Company Lease. A MOTION was made by Council Member Butterfield and seconded by Boder to allow Watertown-Mayer Community Education to terminate the Kids Company Lease without penalty. Motion carried 5/0.
7. **Approve Resolution 8-27-18-23 Ordering Publication of a Public Hearing and Notice of Intent to Consider Issuance of Franchise** – A MOTION to approve Resolution 8-27-18-23 Ordering Publication of a Public Hearing and Notice of Intent to Consider Issuance of Franchise and Set Application Fee was made by Council Member Stieve-McPadden and seconded by Council Member Boder. Motion carried 5/0.

PLANNING AND ZONING

1. **Approve Ordinance 223 Land Usage Text Amendment to Ordinance 215** – On April 24, 2017 the Planning Commission approved Ordinance 215. Consequently, a wrong version was signed and published. Page 9 was missing of the published ordinance. A MOTION to approve with corrective language, Ordinance 223 Land Usage Text Amendment to Ordinance 215 was made by Council Member McNeilly and seconded by Council Member Boder. Motion carried 5/0.
City Attorney leaves at 8:12 p.m.
2. **Approve Acceptance of 2040 Draft Comprehensive Plan** – The Metropolitan Council and State Statues require cities within the seven county metropolitan area to update their comprehensive plan every 10 years. City Planner, John Anderson, presented a summary of the draft 2040 Comprehensive Plan. A MOTION to approve acceptance of the 2040 Draft Comprehensive Plan and authorize submittal to Metropolitan Council for the 6 month mandatory review was made by Council Member Boder and seconded by Council Member Butterfield. Motion carried 5/0.
Council thanks City Planner Anderson for all his efforts and appreciated the thorough update.
3. **Approve Extension to Complete Metropolitan Council Comprehensive Plan Grant Agreement Amendment** – A MOTION to approve a 3 month extension to complete the Comprehensive Plan Grant Agreement Amendment was made by Council Member Boder and seconded by Council Member McNeilly. Motion carried 5/0.

ENGINEERING

1. **Approve Purchase of Pedestrian Crossing signs and Radar Speed Sign** – A MOTION to approve the purchase of Solar Rectangle Rapid Flash Beacon LED Crosswalk Warning System in the amount of \$9,004.89 was made by Council Member McNeilly and seconded by Council Member Butterfield. Motion carried 5/0. *Signs to be installed this fall.*

A MOTION to approve the purchase of one SafePace Solar Radar Speed Sign in the amount of \$2,655.25 was made by Council Member McNeilly and seconded by Council Member Stieve-McPadden. Motion carried 4/1. *Council Member Boder a nay.*

2. **Discussion on Water CIP** – City Engineer Martini presented a summary of the Water Treatment Facility Capital Improvement Plan. The CIP is intended to assist in determining the long-term financial funds needed to maintain adequate and reliable performance of the Mayer Water Treatment Facility. He stated that the plan identifies major capital improvements, their approximate cost, and a recommended implementation schedule. Council agreed that this Water CIP will be a very useful tool for the future.

3. **Discussion on Pavement Management Plan** – City Engineer Martini presented a summary of the Pavement Management Plan. The plan lays out the conditions of City Streets and a schedule for proposed improvements. Martini stated that the City has about 10 miles of roads and in order to maximize the life of the City’s pavements, it is recommended that the City apply at least one seal coat to all streets. For a well-constructed bituminous road, a typical life cycle includes seal coating the surface of the roadway ever 5 to 7 years, a mill and overlay at year 15 to 20, and a reconstruction at year 35 to 40. He stated that the planning level cost estimates for the recommended improvements, which include contingencies and soft costs are:
 - Mill and overlay projects - \$3,536,00
 - Street Reconstruction - \$1,100,000 (includes curb and gutter and storm sewer)
 - Seal Coating - \$479,430
 Based on these estimates, the city will need to budget \$392,900 a year to fund a mill and overlay program between 2019 and 2027. An additional \$47,900 per year will be needed to fund a seal coating program between 2024 and 2034. Council will continue to discuss budgeting for the Pavement Management Plan and thanks Martini for his efforts.

PARK COMMISSION

1. **Discussion on West Ridge Park Amenities** – City Administrator updated Council on the status of purchasing equipment for West Ridge Park. She stated that there was a miscommunication with the original quote from Flagship and therefore the wrong amount was previously approved. The actual cost for the play equipment with installation is \$66,812.14. Park Board recommended approving the purchase of the equipment cost at \$56,958.28 with the installation to be done by Public Works next spring. Council asked Staff to get clarification on the warranty terms and conditions if Public Works installs the equipment. A MOTION to table the discussion until the warranty terms can be clarified was made by Council Member Boder and seconded by Council Member Stieve-McPadden. Motion failed. *2/3 Mayor Dodge, Council Members Butterfield and McNeilly a nay.*
 A MOTION to purchase the West Ridge Park equipment from Flagship with installation costs for a total cost of \$66,812.14 was made by Council Member McNeilly and seconded by Council Member Butterfield. Motion failed. *2/3 Mayor Dodge, Council Members Boder and Stieve-McPadden a nay.*
 A MOTION to purchase the West Ridge Park equipment only from Flagship in the amount of \$56,958.28 with the installation to be done by Public Works was made by Council Member Stieve-McPadden and seconded by Council Member McNeilly. Motion carried 3/2. *Council Members Boder and Stieve-McPadden a nay.*

2. **Approve Playground Curbing located at Old School House Park** – A MOTION to approve the acceptance of quote from Thomas Clemensen Concrete and Masonry to install Playground Curbing at Old School House Park in the amount of \$4,392 was made by Council Member Stieve-McPadden and seconded by Council Member Boder. Motion carried 5/0.

3. **Discussion on MN Cleaning Services** – Tabled.

Council expressed their excitement for the Jaguar Communication Open House on Thursday, August 30, 2018 from 3 to 8 p.m. encouraged residents to come.

ADJOURN

There being no further business, a MOTION was made by Council Member Stieve-McPadden and seconded by Council Member McNeilly to adjourn the meeting at 9:43 p.m. Motion Carried 5/0

Mike Dodge, Mayor

Attest: _____
Janell Gildemeister, Deputy City Clerk

DRAFT

City of Mayer
Planning Commission
Meeting Minutes
Thursday, July 12, 2018

Commission Members Present: Chairperson Tom Stifter, and Commissioners Les Hahn, Patty Lanting, Rod Maetzold, Don Wachholz and Barney Johnson.

Commission Members Absent: Council Liaison Erick Boder.

Others Present: Joel Vinkemeier, Francis Condon, Richard Cohrs and one other gentlemen who was not identified.

Staff Present: Planning Consultant John Anderson of Municipal Development Group, LLC

CALL MEETING TO ORDER.

Meeting called to order at 6:30 PM by Chairperson Stifter.

ADOPT AGENDA.

A motion to approve the agenda was made by Commissioner Hahn and seconded by Commissioner Wachholz. Motion carried 6/0.

APPROVAL OF MINUTES.

A motion to approve the April 3, 2018 Planning Commission minutes was made by Commissioner Maetzold and seconded by Commissioner Lanting. Motion carried 6/0.

CONCEPT PLAN DISCUSSION ON 80 ACRES LOCATED AT 14120 COUNTY ROAD 30 IN WACONIA TOWNSHIP DIRECTLY EAST OF THE SHIMMCOR INDUSTRIAL PARK.

At 6:32 PM Planning Consultant Anderson presented the concept plan. He stated there are two proposed access points to the project, one across a city owned property in the Shimmcor Industrial park and one located in the southeast corner of the property on County Road 30. He stated the site is just under 80 acres and 123 lots and 35 acres of industrial land were proposed. He stated the proposed lots are considered villa lots and detached townhome lots and do not meet the standards of the single family residential zoning district and therefore a planned unit development would be needed. He stated the property is located in Waconia Township and would need to be annexed to the City but that it is part of a orderly annexation agreement and therefore the annexation process is spelled out. Planning Consultant Anderson then stated that a couple of lots on the north side of the project do not have frontage on a public street and that all lots will be required to front a public street. He also stated that per the current plan, the city would need to swap or deed a 60 foot wide right of way corridor to the developer for the access to Shimmcor Street and that because of that he suggested the land directly east of this site is guided for industrial rather than residential.

Francis Condon, the applicant, then spoke and stated that the regional trail is a draw for residential properties and people like to be located next to the trail. He further stated that the main access would be from County Road 30 and would be installed right away along with the access to Shimmcor Street. He stated they were originally looking at doing about seventy-five percent of the property as residential but after discussions with staff it was scaled back to about fifty percent. He stated there is a wetland banking easement over the wetland which is located on the upper

west side of the property and that would be a great amenity for residential properties and allow for private back yards. He also stated they are bringing this in front of the city now so they can get it included in the comprehensive plan update.

Commissioner Don Wachholz asked if a traffic study was completed regarding traffic coming back through Shimmcor Street.

Planning Consultant Anderson stated that as part of the comprehensive plan update, that the City Engineer did a traffic study of the entire City and future growth area and that this area was included.

Commissioner Hahn asked about the age of the potential buyer's of the residential lots.

Francis Condon stated that it could be varied and that some of the lots may end up larger.

Planning Consultant Anderson stated that this type of residential product is becoming more popular across the twin cities area and that typically the people buying it are looking for maintenance free single family living and that similar product types are geared towards the empty nester retirement age but that a lot of the younger millennial age group is also starting to buy into this product type.

Commissioner Hahn stated that if the majority of the residents end up being older then there will not be as many traffic trips and a lot of the trips that are generated will be at different time of day than the typical working person.

Francis Condon stated that there may be 2-3 phases in the residential portion of the project and that both access points are planned on going in right away.

Commissioner Hahn asked about the timing of the project.

Francis Condon stated he was not sure but that he expected it to move forward in a timely manner.

Commissioner Maetzold did state the City had a concept plan for the new fire station to be located on the city property directly west of the site and the majority of the site was being used in the concept. He stated that it would affect the layout if the city deeded or swapped the 60 feet for the access road with the developer.

Francis Condon stated that they could talk to the property to the south and see if the road could be shifted that way or they could talk with Rich Cohrs about a 60 foot strip of land he owns south of there adjacent to the water tower for an alternative access to Shimmcor Street.

Rich Cohrs stated that industrial land is not selling since he has developed lots in the Shimmcor Industrial Park and that he feels this property should be guided for all residential.

Commission Hahn asked about how many bedrooms these proposed units have.

Francis Condon stated 2-3 bedrooms and maybe room for a loft. He also stated that a final builder/developer has not been picked at this time.

Commissioner Johnson made a motion to support the concept plan and change the north half of the property to low density and guide the adjacent property to the east for high density. Seconded by Commissioner Hahn. Motion carried 6/0.

UPDATE ON THE 2018 COMPREHENSIVE PLAN UPDATE.

At 7:34 PM Planning Consultant Anderson presented the future land use section of the draft Chapter 2 Land Use of the 2040 City of Mayer comprehensive plan update.

Commissioner Hahn stated that he felt the two residential properties north of the creek on the west side of State Trunk Highway 25 should be guided for low density residential on the future land use map.

Planning Consultant Anderson stated that he did change property on the west side of State Trunk Highway 25 further south to low density but did not change this area. He stated that by changing this to low density it would not fit in to guiding the rest of this area commercial for long term development. He also stated that this is just the guide for future land use and not a zoning map so nothing changes on this property until they decide to request annexation.

Commissioner Hahn made a motion to change the future land use of the two residential properties in question to low density residential.

After further discussion Commissioner Hahn rescinded his motion.

Planning Consultant Anderson finished his presentation of the future land use section.

NEXT MEETING.

Next scheduled meeting is Tuesday, August 7, 2018.

COMMISSIONERS REPORT.

None.

ADJOURNMENT.

A motion was made by Commissioner Johnson and seconded by Commissioner Hahn to adjourn the meeting at 8:38 PM. Motion carried 6/0.

***Claim Register©**

09/10/18PAY

September 2018

Claim Type	Direct			
Claim#	12282	ANCOM COMMUNICATIONS, INC		
Cash Payment	E 100-42260-400	Repairs & Maint Cont	FD PAGER MAINTENANCE	\$133.00
Invoice 81178				
Transaction Date	9/5/2018	Security Bank	10100	Total \$133.00

Claim Type	Direct			
Claim#	12289	BAGY JO INC		
Cash Payment	E 100-41000-200	Office Supplies	CITY JACKET FOR JASON H	\$89.50
Invoice 67455				
Transaction Date	9/5/2018	Security Bank	10100	Total \$89.50

Claim Type	Direct			
Claim#	12283	BOLTON MENK INC		
Cash Payment	E 100-41910-300	Professional Svcs	WATER CIP STUDY	\$2,189.00
Invoice 221964				
Cash Payment	E 100-41000-303	Engineering Fees	DEVELOPMENT REVIEW	\$410.00
Invoice 218064				
Transaction Date	9/5/2018	Security Bank	10100	Total \$2,599.00

Claim Type	Direct			
Claim#	12308	CARVER COUNTY		
Cash Payment	G 800-20201	Coldwater Crossing	COLDWATER CROSSING 7TH ADD STREET SIGNS	\$607.57
Invoice PW4776				
Transaction Date	9/6/2018	Security Bank	10100	Total \$607.57

Claim Type	Direct			
Claim#	12279	FREMONT INDUSTRIES, INC		
Cash Payment	E 640-49480-216	Chemicals and Chem Prod	COAGULANT	\$972.00
Invoice 2018-29574-00				
Transaction Date	9/5/2018	Security Bank	10100	Total \$972.00

Claim Type	Direct			
Claim#	12288	GOPHER STATE ONE-CALL INC		
Cash Payment	E 620-49440-355	Gopher State Locates	AUGUST 2018 LOCATES	\$39.82
Invoice 8080558				
Cash Payment	E 640-49490-355	Gopher State Locates	AUGUST 2018 LOCATES	\$39.83
Invoice 8080558				
Transaction Date	9/5/2018	Security Bank	10100	Total \$79.65

Claim Type	Direct			
Claim#	12293	GREATAMERICA FINANCIAL SERV		
Cash Payment	E 100-41000-200	Office Supplies	COPIER LEASE PAYMENT	\$385.88
Invoice 23196437				
Transaction Date	9/6/2018	Security Bank	10100	Total \$385.88

Claim Type	Direct			
Claim#	12294	GREATER MN COMMUNICATIONS		
Cash Payment	E 100-41000-350	Print/Binding	NEWSLETTER	\$322.14
Invoice 16544				
Cash Payment	E 620-49440-350	Print/Binding	PRINTING	\$93.15
Invoice 16544				
Cash Payment	E 640-49490-350	Print/Binding	PRINTING	\$93.15
Invoice 16544				

***Claim Register©**

09/10/18PAY

September 2018

Cash Payment	E 620-49440-322 Postage	POSTAGE		\$152.91
	Invoice 16544			
Cash Payment	E 640-49490-322 Postage	AUGUST UTILITY BILLING		\$152.90
	Invoice 16544			
Transaction Date	9/6/2018	Security Bank	10100	Total \$814.25
Claim Type	Direct			
Claim#	12291	HENNING EXCAVATING		
Cash Payment	E 100-43150-500 Capital Outlay (GENERAL) REPAIRS-CATCH BASIN BY ZION SCHOOL			\$1,490.00
	Invoice 7481			
Transaction Date	9/6/2018	Security Bank	10100	Total \$1,490.00
Claim Type	Direct			
Claim#	12290	HERALD JOURNAL PUBLISHING IN		
Cash Payment	G 800-20213 Coldwater Crossing 8th Additio	PUBLIC HEARING CWC PUD		\$128.88
	Invoice			
Cash Payment	E 100-41000-351 Legal Notices Publishing	PUBLIC HEARING CWC PUD		\$46.00
	Invoice			
Transaction Date	9/5/2018	Security Bank	10100	Total \$174.88
Claim Type	Direct			
Claim#	12309	JEFFERSON FIRE & SAFETY		
Cash Payment	E 100-42260-517 PPE Purchase	64 TURNOUT GEAR FOR FD		\$69,514.00
	Invoice 251106			
Transaction Date	9/7/2018	Security Bank	10100	Total \$69,514.00
Claim Type	Direct			
Claim#	12285	LEAGUE OF MINNESOTA CITIES		
Cash Payment	E 100-41000-433 Dues and Subscriptions	MEMBERSHIP DUES 2018-2019		\$2,362.00
	Invoice 275427			
Transaction Date	9/5/2018	Security Bank	10100	Total \$2,362.00
Claim Type	Direct			
Claim#	12275	MAETZOLD HOMES INC		
Cash Payment	G 800-20211 Landscape Escrow	333 2ND ST LANDSCAPE ESCROW RETURNED		\$2,500.00
	Invoice			
Transaction Date	8/27/2018	Security Bank	10100	Total \$2,500.00
Claim Type	Direct			
Claim#	12281	MAYER FIRE DEPARTMENT		
Cash Payment	E 100-41000-340 Advertising	AD FEE FOR COLOR LOGO ON FD CALENDAR		\$150.00
	Invoice			
Transaction Date	9/5/2018	Security Bank	10100	Total \$150.00
Claim Type	Direct			
Claim#	12280	MFSCB		
Cash Payment	E 100-42200-433 Dues and Subscriptions	SHAWN COOPER		\$25.00
	Invoice			
Cash Payment	E 100-42200-433 Dues and Subscriptions	THOMAS STIFTER		\$25.00
	Invoice			
Cash Payment	E 100-42200-433 Dues and Subscriptions	ANNA BOOTE		\$25.00
	Invoice			
Cash Payment	E 100-42200-433 Dues and Subscriptions	NATE MCNEILLY		\$25.00
	Invoice			

***Claim Register©**

09/10/18PAY

September 2018

Transaction Date	9/5/2018	Security Bank	10100	Total	\$100.00
Claim Type	Direct				
Claim#	12284	MINI BIFF INC			
Cash Payment	E 100-45000-300 Professional Svcs	OSH PARK			\$88.23
	Invoice A-98304				
Cash Payment	E 100-45000-300 Professional Svcs	W RIDGE PARK			\$88.23
	Invoice A-98321				
Cash Payment	E 100-45000-300 Professional Svcs	MEADOW PARK			\$88.23
	Invoice A-98359				
Cash Payment	E 100-45000-300 Professional Svcs	DISCOVERY PARK			\$88.23
	Invoice A-98453				
Transaction Date	9/5/2018	Security Bank	10100	Total	\$352.92
Claim Type	Direct				
Claim#	12286	MN MAYORS ASSOCIATION			
Cash Payment	E 100-41000-433 Dues and Subscriptions	MEMBERSHIP DUES FOR MAYOR DODGE			\$30.00
	Invoice				
Transaction Date	9/5/2018	Security Bank	10100	Total	\$30.00
Claim Type	Direct				
Claim#	12287	TECHSTAR IT SOLUTIONS			
Cash Payment	E 100-41920-312 Software Support	PHONE SOFTWARE SUPPORT			\$325.80
	Invoice 8189				
Transaction Date	9/5/2018	Security Bank	10100	Total	\$325.80
Claim Type	Direct				
Claim#	12292	THOMAS CLEMENSEN CEMENT			
Cash Payment	E 100-43150-500 Capital Outlay (GENERAL)	FORM & POUR CURB AT ZION & 209 BLUEJAY AV			\$600.00
	Invoice 659782				
Transaction Date	9/6/2018	Security Bank	10100	Total	\$600.00
Claim Type	Direct				
Claim#	12295	UFC FARM SUPPLY			
Cash Payment	E 100-43100-210 Operating Supplies	SAFETY VESTS & WORK SHIRTS FOR P/W			\$175.90
	Invoice 891375				
Transaction Date	9/6/2018	Security Bank	10100	Total	\$175.90
Claim Type	Direct				
Claim#	12278	VISA			
Cash Payment	E 620-49440-322 Postage	SAMPLES			\$30.37
	Invoice				
Cash Payment	E 620-49410-500 Capital Outlay (GENERAL)	WTP COMPRESSOR CONTROL PANEL REPL.			\$2,767.81
	Invoice				
Cash Payment	E 100-43100-210 Operating Supplies	SUMMIT SIGN			\$215.90
	Invoice				
Cash Payment	E 100-41000-200 Office Supplies	RECEIPT BOOKS			\$460.08
	Invoice				
Cash Payment	E 100-41000-322 Postage	CERTIFIED LETTER TO JASON HILGERS			\$3.95
	Invoice				
Cash Payment	E 100-41000-430 Miscellaneous (GENERAL)	CITY OF MAYER DOMAIN NAME RENEWAL			\$155.96
	Invoice				
Cash Payment	E 100-41410-210 Operating Supplies	FOOD FOR ELECTION JUDGES			\$5.00
	Invoice				

*Claim Register©

09/10/18PAY

September 2018

Cash Payment Invoice	E 100-41410-210 Operating Supplies	WATER FOR ELECTION JUDGES	\$3.99		
Cash Payment Invoice	E 100-41300-208 Training and Instruction	HAMLIN UNIV-ECO DEV CER FOR MAGGIE	\$983.33		
Cash Payment Invoice	E 100-41410-210 Operating Supplies	LUNCH/DINNER FOR ELECTION JUDGES	\$100.67		
Cash Payment Invoice	E 100-41300-208 Training and Instruction	ONLINE PROCESSING FEE FOR HAMLIN UNIV	\$27.04		
Cash Payment Invoice	E 100-41300-208 Training and Instruction	MISC	\$18.66		
Transaction Date	9/5/2018	Security Bank	10100	Total	\$4,772.76

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$88,229.11
Total	\$88,229.11

COUNCIL APPROVAL - SIGNATURES/INITIALS _____



MN Services, Inc.
11301 West 47th Street
Minnetonka, MN 55343
Office: 952-988-8567
Cell: 952-217-9360

The following is a proposal presented

to:

MAYER
Minnesota

City of Mayer, MN





FACTS

- Over 49 years of cleaning experience, serving the Twin Cities Area since 1969
- Over 11 million square feet cleaned daily
- Top 10 ranking in customer service among all cleaning companies
- Better Business Bureau | A+ Rating
- Building Service Contractors Association International
- Minnesota Multi Housing Association
- Minnesota Association of Church Facility Managers
- St. Paul Area Chamber of Commerce
- Greater St. Paul Building Owners and Managers Association
- International Facility Management Association





ADVANTAGES

- Large Enough – MN Services is large enough to tackle any janitorial issue
- Small Enough – We provide individual attention that caters to your specific needs
- Pricing Transparency – Our clients take part in the pricing process so there are no surprises
- Worker Selection & Training
 - ✓ We recruit workers in the area near your facility.
 - ✓ New facilities cleaned with management personnel for up to two weeks
 - ✓ A manager checks each new employee's work until they are well-trained
 - ✓ Facilities are inspected at a minimum of two times per week
- Adhere to a plan that offers the least disruption to your business & its operations



QUALITY CONTROL

Our management philosophy is based on the conviction that **it's our job to manage the quality of your facilities cleaning, not yours.** Most companies take a passive approach to managing, and assume that if they don't hear from you everything is fine. By contrast, we do weekly inspections while crews are onsite to make sure that any problems are taken care of immediately. In addition, we will provide you with inspection reports upon request.

Upon request we will arrange for joint tours of your facility with you or a designated representative on a scheduled basis.

MN Services will design a supervisory program detailed to your building maintenance requirements.

Each building will have one person responsible for daily communications with the customer's representative. They will handle any minor issues that arise and provide oversight of day-to-day cleaning needs and arrangements.



GENERAL PROVISIONS

Frequency: Maintenance will be performed **1 time per week**. The exact hours are to be set by MN Services and the client as dictated by the needs of the contract. Cleaning will be performed after normal business hours.

Security: Your security procedures will be strictly adhered to by MN Services and its management. All employees will be required to have identification badges and wear our company-issued shirt if the contract requires it.

Supplies: All supplies such as plastic bags, liners, toilet tissue, hand towels, hand soap, sanitary napkins, etc. are to be supplied by the customer. All cleaning supplies such as disinfectants, window cleaners, etc. will be supplied at their point of use by MN Services.



GENERAL PROVISIONS (Continued)

Insurance: MN Services has in force the following policies: Public Liability, Property Damage, Workers Compensation and Blanket Fidelity Bond. Certificates will be mailed to you upon request directly from our insurance provider.

Adjustments: The price set forth in this proposal is based on the necessary labor, supplies, equipment and supervision necessary to maintain your facility properly as set forth by the areas serviced and the frequency of the work. In the event of any major changes in such conditions, the contract may be either increased or decreased accordingly with thirty (30) days written notification. These adjustments shall be by mutual agreement.

Terms: Should this proposal be accepted, it will form the basis of the agreement and will continue in effect from year to year, except that it may be modified from time to time as set forth above. The contract may be terminated in its entirety by either party at any time by giving notice in writing of their desire to do so at least thirty (30) days prior to the selected date of termination. A longer period may be effected should you require this.



PERSONNEL

SELECTION: Aside from proper management we feel the single most important part in any building maintenance program is the personnel who are actually doing the cleaning. We hire those who are not only visually presentable, but also capable of being responsible for their actions within a client's building. All persons who we consider for employment must have both business and personal references that we can check.

TRAINING: A person's training always begins by working with an experienced worker or manager. For instance, in a new facility we clean the building exclusively with management personnel for a period of up to two weeks, depending on the individual circumstances. The manager will then continue to check the employee's work until the time the manager feels comfortable that the employee is well trained. After this time, we will continue regular, periodic inspections.



SCHEDULE OF MAINTENANCE

One Time Per Week

Entrance and Reception Area

- Spot clean both sides of entrance door glass & adjoining interior glass
- Sweep or dust mop hard surfaced floors
- Wet mop hard surfaced floors
- Vacuum carpeted areas and entry runners
- Weekly dust horizontal surfaces, including reception desk and window ledges
- Empty trash & recycling receptacles and replace liners as needed
- Spot clean switch plates, walls & doors area as needed

Offices, Conference Rooms, Council Chambers, Multi-Use Rooms & Hallways

- Vacuum carpeted areas and runners
- Sweep or dust mop hard surfaced floors
- Wet or damp mop hard surfaced floors
- Weekly dust reachable horizontal surfaces. We will feather dust around papers and personal items on desks and ledges
- Wipe down conference room tables and arrange furniture neatly
- Empty trash & recycling receptacles and replace liners as needed. Clean receptacles and adjacent wall area as needed
- Spot clean reachable interior window glass as needed
- Spot clean switch plates, walls & doors area as needed
- Clean and disinfect drinking fountains

Gymnasium & Kitchen

- Empty trash & recycling receptacles and replace liners as needed
- Dust mop gym floor each day (wet or damp mop as needed)
- Sweep & wet mop kitchen floor



SCHEDULE OF MAINTENANCE

One Time Per Week

Break Room/Coffee Service Area

- Empty trash & recycling receptacles and replace liners. Wipe down trash receptacles and adjacent wall area as needed
- Clean and disinfect sinks, chrome fittings, tables and counter tops
- Weekly dust horizontal surfaces
- Vacuum carpeted areas
- Sweep and wet mop hard surfaced floors with detergent
- Clean microwaves inside and out
- Wipe down backsplash, cabinet facings and handles as needed
- Clean interior of fridge the last Friday of each month

Lavatory Maintenance

- Empty trash receptacles and replace liners
- Clean & disinfect waste receptacles as needed
- Clean & disinfect counter tops, sinks and chrome fittings
- Clean & disinfect door handles, push plates and switch plates
- Clean and disinfect all toilets, seats and urinals
- Clean walls & partitions around sinks, towel cabinets, partitions, bowls and urinals
- Clean & polish mirrors and frames
- Clean and refill all non-vending dispensers
- Sweep & wet mop all lavatory floors with detergent and disinfectant
- Clean and sanitize drinking fountains, and wipe down adjacent wall area as needed
- Weekly pour water down floor drains to keep traps from drying out



SCHEDULE OF MAINTENANCE

Monthly

- Dust reachable high ledges, vents, base boards, moldings, picture frames and corners to keep from dust and cobwebs
- Edge vacuum all carpeted areas

Optional Services Provided At Your Request

- Carpet Shampooing - \$0.20 per square foot
- Stripping and waxing of tile floors - \$0.60 per square foot
- Window Washing bid per job
- Extra cleaning upon request, such as disinfecting phones, cleaning interior glass from top to bottom, dusting window blinds, etc. will be billed at the hourly rate of \$24.90



BUILDING SERVICE AGREEMENT

MN Services hereby agrees to perform the contract cleaning services as set forth in a good and workmanlike manner.

MN Services further agrees to furnish all labor and materials necessary to perform the services set forth in the specifications, except the furnishing of lavatory supplies such as hand soap, towels, toilet tissue, sanitary napkins or deodorants, unless items of this type are specifically included in the aforementioned specifications.

MN Services represents that its employees are covered by public liability insurance, property damage insurance, workers compensation insurance and a fidelity bond. Insurance certificates will be provided upon request.

The terms of this agreement shall remain in force and effect subject to the right of termination by either party with a thirty (30) day written notice from the first of any month. The 30-day period shall run from the time the terminating party mails a termination notice to coincide from the last day of any given month.

MN Services agrees to the services set forth in the specifications, at the times and for the consideration as set forth below.

The Customer agrees not to hire any of MN Services, Inc. personnel to work for them in any capacity for a period of one year after termination of this contract, unless written approval is given by MN Services.

Services to be performed as specified in the Schedule of Maintenance that accompanies this agreement. Services to commence at Client's request.

General Cleaning (1 day/week): **\$415.00 Per Month**

Dated this 7th day of **September 2018**

MN Services, Inc.
11301 West 47th Street
Minnetonka, MN 55343
952-988-8567
952-217-9360

By: _____
MN Services, Inc.

By: _____
City of Mayer, MN



Letters of Recommendation

Existing Customers





Good morning Satomi,

I am writing to tell you how much I appreciate the wonderful crew you have here at CSP.

Jose is an outstanding supervisor with an unwavering commitment to good customer service and high quality work. He is responsive to special requests, immediately takes care of spills, and other unexpected needs, and anticipates what needs to be done before it affects anyone on campus. He personally ensures that his crew is able to complete their work with high quality.

Araceli continuously goes above and beyond her responsibilities. She is friendly and professional. She is sensitive to the best time to come in and take care of her duties in our offices, and takes care of her work quickly and completely. She has an unwavering positive attitude and brightens our office each time she comes in.

I believe, Jose and Araceli are great examples of the type of employee that enhance their employer's reputation, and helps to retain loyal and happy customers.

Have a wonderful weekend,

Kathy Haeg

*Kathy Haeg
Executive Assistant to the Vice President for Academic Affairs
Office of Academic Affairs, Meyer Hall 214
phone: 651-641-8730*



Responsive. Relevant. Real.



Minnesota | North Dakota | Appleton

Swagelok Minnesota
321 Lake Hazeltine Drive
Chaska, MN 55318
Bus: 952-361-3550
Fax: 952-361-3559

Swagelok North Dakota
2000 #2 University Drive
Bismarck, ND 58504
Bus: 701 223-6217
Fax: 701 223-6223

Swagelok Appleton
3240 E Pershing Street
Appleton, WI 54911
Bus: 920 733-6300
Fax: 920 733-6312

info@minnesota.swagelok.com

I would like to recommend MnServices to you for your cleaning needs. Swagelok Minnesota has employed this company during the last year. During that time, MnServices has done an excellent job and can be praised for their:

- Superior cleaning
- Attention to detail
- Consistency
- Excellent Customer Service
- Professionalism
- Dedication to providing quality service

With our previous cleaning company we had to go through our facility every day to determine which areas were not properly cleaned and then clean what was missed. We have never experienced these types of problems with MnServices.

I feel certain you will be as satisfied with their cleaning service as we have been. Please feel free to contact me with any additional questions you may have.

Sincerely,

Burt Johnson
Service Manager, Swagelok Minnesota.





To Whom it May Concern:

November 9, 2015

On behalf of Luther Seminary I would like to make known my great appreciation and respect for the work of Satomi Glover, MN Clean Services and all of the staff. We have worked with MN Clean Services on a weekly basis since 2012 and have never been disappointed in the product they deliver.

In addition to our weekly expectations I have been able to call on this staff to help us through emergency clean-ups (burst water-pipes, fast apartment turnovers) and specialty cleaning problems (carpet stain removal, high traffic floor finish, water damage.) In all cases they provided partnership and expertise needed to complete the task.

I recommend this company without hesitation. If you have further questions we feel free to contact me at any time.

Ellen Eilhard

A handwritten signature in black ink, appearing to read 'Ellen Eilhard', written over a light blue horizontal line.

Senior Director of Facilities & Auxiliary Services
Luther Seminary
651 641-3236
Eelhard001@luthersem.edu

August 1, 2014

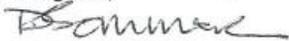
To Whom It May Concern,

I am writing to recommend the services of MN Services. I have been using MN Services for France 98's commercial and residential needs since January 2014, and have been completely satisfied. John McShane, who is our representative for MN Services, communicates with France 98 staff on a regular basis to ensure expectations are being met, and to proactively seek any additional areas of concern.

Mr. McShane also completes our apartment turn services. He is very thorough. His attention to detail is to be appreciated. His staff, which tends to our common areas, does an excellent job as well. We receive positive feedback from District Managers during monthly inspections. Visitors and current residents frequently compliment the cleanliness of each of our buildings and amenities.

I'm happy to recommend the services of MN Services, and welcome being addressed for any further questions.

Best Regards,



Dana Sommer, Community Manager



February 26, 2014

MN Clean Services, Inc.
Attn: Satomi Glover
11301 West 47th Street
Minnetonka, MN 55343

Dear Satomi:

PCA Golden Valley had been disappointed with prior cleaning services over many years. Last year, our sister plant in Minneapolis suggested MN Clean Services, Inc. We have been quite happy with the work that your company performs. Mike, the Supervisor, Hector and you address concerns and requests immediately.

As you know, we make boxes for food companies. Because of the usage of our product, PCA Golden Valley is audited each year in order to maintain its AIB Certification. The quality work performed by MN Clean Services helps us to retain our certification through MN Clean Service's attention to thorough cleaning and upkeep.

Thank you. I look forward to many more years working with MN Clean Services.

Sincerely,

Marguerite Reiner

Administrative Assistant
763-520-9018

4300 Hwy 55 Golden Valley, MN 55422 Tel 763-521-3611 Fax 763-529-2858

December 4, 2013

MNServices Inc.
11301 West 47th Street
Minnetonka, MN 55343

To whom it may concern,

We are new to MNServices, and honestly, I wish we would have switched to them sooner! The management are very polite, and easy to get in contact with. They also pop in once in a while, during office hours, to make sure everything is up to par. This is a greatly appreciated bonus as most nights I leave before the cleaning staff arrive. They continue to be very accommodating and easy to work with.

The cleaning staff are also accommodating to our office hours, and very polite. They go above and beyond the duties that were skipped by our previous service provider, and they are much more affordable. They are trusted with secure access to each level of our office and they are fully trusted. We have never had an issue that was not taken care of with the utmost respect and professionalism.

MNServices have definitely raised the bar in terms of what to expect from a cleaning service, and we are proud to have them here. Thank you for all that you do in keeping our office in beautiful, working order. We will no doubt recommend them to anyone looking for a professional company with high customer satisfaction.

Thank you so much,


Adrienne Yancy
Office and Executive Assistant

Letter of reference for MN Services, Inc.

3/15/2013

To Whom it may concern:

We have been using **MN Services, Inc.** at one of our manufacturing facilities for several years now. This is a 100,000 sq. ft. manufacturing and office facility with approximately 200 employees. It is in operation 24 hrs./day, 7 days per week. Cleanliness is very important to the Bergquist Company and our customers. Often the customer's first impression determines whether they will award us with their business, so keeping the building clean is critical to our success. **MN Services, Inc.** has done an excellent job keeping this facility clean, and visitors often comment on how nice it looks.

Based on their excellent performance, we began using **MN Services, Inc.** to clean our corporate headquarters about a year ago. Satomi and her cleaning crew have done a great job! Immediately after switching to **MN Services Inc.**, I began to receive compliments from our employees, who noticed that the restrooms, floors and carpets were being cleaned to a higher standard than before.

I believe that the reason for their success is that **MN Services, Inc.** places an emphasis on doing a quality job. Satomi maintains good communication between the building owner and her employees. The cleaning crew Supervisor stops in on a regular basis to check the quality of cleaning. The cleaning crew employees are efficient, professional and pleasant. Satomi helped us to schedule the cleaning hours for the best efficiency and least disruption to our operation.

Prior to MN Services, I had used a number of other cleaning service companies. Most of them promised a lot, but delivered little. So it has been great to find a cleaning company that takes pride in its service, and I would highly recommend **MN Services, Inc.**

Regards,



Greg Steinacker, P.E.
Corporate Facilities Manager
The Bergquist Company
18930 West 78th St.
Chanhassen, MN 55317



ph 763-515-5400 • fax 763-515-5425 • 11850 Fountains Way • Maple Grove, MN 55369 • www.kleinbank.com

September 5, 2012

MN Services Inc
11301 W 47th Street
Minnetonka, MN 55343

To whom it may concern:

We have worked with MN Clean Services for several years now and they have done a great job keeping several of our bank branches clean. Satomi stops in regularly to make sure everything is going well and if there are any issues they are rectified quickly and professionally.

Banking facilities are high traffic areas that serve the public so we need to make sure we are keeping our facilities in top notch condition and MN Clean helps us do just that.

I would recommend MN Clean for their cleaning services and their professional work ethics.

Best Regards,

Barb Robinson
Branch Manager
KleinBank



Member FOC



January 25, 2013

Over two hundred children in a building at one time means there are many messes to clean up on a daily basis. Our school invites the public in for events and tours regularly. We need our space looking great every day. Minnesota Services has been keeping the building pristine and looking like new since we began contracting services with them in August of 2011. We couldn't be happier!

The management staff is a pleasure to work with. They are attentive to our needs, and always available. As a Spanish immersion school, they have taken the time to find bilingual staff for us. If we have a question, or change in request, they are readily available to speak with us.

It is without hesitation that I recommend the cleaning services of MN Services, Inc.

Sincerely,

A handwritten signature in black ink, appearing to read 'Karen Terhaar', with a long horizontal flourish extending to the right.

Karen Terhaar
Executive Director

Nurturing Leaders for Tomorrow's World

Phone: (952) 746-6020
Karen Terhaar, Director

FAX: (952) 746-6023
E-mail: Office@islapad.org

5959 Shady Oak Road
Minnetonka, MN 55343

September 26, 2001

Clean America Corporation
7964 Brooklyn Blvd.
Brooklyn Park, MN 55445

Dear Satomi and Connie;

Often times during the year MEDTOX is inspected and toured by outside agencies. Cleanliness of the lab areas is of the utmost importance for these visits. We recently had an inspection of our laboratories and I would like to commend the entire staff for making sure that everything was in order. Thanks to the efforts of Mandy, Karen, Ricca and the entire Clean America staff I am happy to say our labs are always clean and tour-ready.

Thanks again for a job well done.

Sincerely,



Robert J. Heitzinger
Maintenance supervisor



August 28, 2009

Ms. Satomi Glover
Ms. Connie Arkins
Minnesota Cleaning Services
11301 W.47th St.
Minnnetonka, MN 55343

Dear Satomi and Connie,

Please accept my sincerest thanks in providing outstanding cleaning services for our Minnesota facilities. It is indeed a great pleasure doing business with your company and your employees.

Providing a clean and well maintained facility for our customers and employees has been a priority for our company for many years. Thank you so much for helping us achieve this by taking our desires so seriously. The medical manufacturing environment is a competitive marketplace that comes with great competition and very high expectations. Assisting us as you do, helps Intricon promote our commitment to quality and cleanliness in our facilities, in turn, leaving a lasting, positive impression on visitors and employees alike. Our hope is that they notice just how serious we are in our endeavors to be successful competing in the medical manufacturing arena. We see your participation as a strategic partner in that pursuit. Please take the opportunity to pass along to your employees our gratitude for a job well done in maintaining our facilities. Thanks so much.

A handwritten signature in black ink, appearing to read "Bill Hokkanen". The signature is fluid and cursive, with a long horizontal stroke at the end.

Bill Hokkanen,
Plant Manager, Intricon Vadnais Heights



September 23, 2009

Satomi Glover
MN Services, Inc.
11301 W. 47th Street
Minnetonka, MN 55343

Dear Satomi,

I just wanted to write to tell you how happy I am with the cleaning services that your company provides. When I was looking to improve the cleanliness of our building this year, a colleague suggested that I give your company a try. The quote that was provided included more cleaning services at a lower price than I was previously paying. That's value. Pedro does a great job. I have gotten many compliments on how clean our office looks.

Sincerely,

A handwritten signature in black ink that reads "Tony Bangasser".

Tony Bangasser
Controller
AppDev Products, LLC



WAYTEK

Quality Electrical Wiring Supplies.

www.waytekwire.com

September 11, 2008

Dear Todd:

I would like to take this opportunity to thank you and your staff at Minnesota Services for the quality of service you provide us at Waytek. Todd, Satomi and all staff have made it their top priority to satisfy our needs. Shortly after moving into our new building in April 2007 we hired Minnesota Services for our cleaning needs. We have been very satisfied with the level of service and the level of cleanliness. Our building looks as clean as the day we moved in.

Regards,

Peter Larson
Building Manager



12007 Excelsior Boulevard
Minnetonka, MN 55343

Ph: 952-935-4481
Fax: 952-935-6030

January 27, 2010

To Whom It May Concern:

For nearly 3 years, Faith Presbyterian Church has been contracting to Minnesota Service for our church cleaning. In the fall of 2007, Faith Church began leasing space in our building to a start-up charter school. On the recommendation of another Minnesota Services customer, we shifted our daytime building staff to school support, maintenance projects & room set ups, and contracted Minnesota Services to provide all of our evening cleaning.

Minnesota Services provides cleaning for all our classrooms, bathrooms, Sanctuary, gym, kitchen, and all other areas of our 50,000 square foot building. Minnesota Services also supplies other specialized cleaning services on a need basis, including carpet cleaning, hard surface floor deep cleaning, and tile cleaning. Our congregation has noticed a significant improvement in the cleanliness of the facility since Minnesota Services has come on-board.

The cleaning personnel from Minnesota Services have been the same for these 3 years. Our congregation has gotten to know them by name. They are friendly, professional, and willing to assist wherever they are needed. The cleaning of our building is consistent and of excellent quality.

The Minnesota Services management is always available for issues that seldom arise! They are responsive and regularly stop by the church to verify that everything is going well.

Overall, I find Minnesota Services a great cleaning company to work with. Their services are a good value, the cleaning is stellar, and the staff is friendly & helpful.

Best regards,

A handwritten signature in black ink, appearing to read "Rick Reed", written over a horizontal line.

Rick Reed
Church Business Administrator
Faith Presbyterian Church

Empi, Inc.
599 Cardigan Road
St. Paul, Minnesota
55126-4099 USA
612-415-9000
FAX 612-415-7305

October 8, 1997

MN CLEAN AMERICA
7964 Brooklyn Boulevard
Brooklyn Park, Minnesota 55445

Dear Satomi and Connie,

Let me take the opportunity to complement your service. We at Empi are very pleased with the cleaning service that your Company provides. Empi has used several cleaning services in the past. No other has provided the quality and consistency that your staff provides. I look forward to continuing our association. "Thank you for a job well done!"

Sincerely,



Jay Reynolds
Facilities Group Leader

UNITED BUSINESS MAIL

405 35th Avenue NE • Minneapolis, Minnesota 55418 • (612) 782-2044 • FAX (612) 782-2015

Monday, October 24, 2011

MN Clean Services
Attn: Satomi Glover
11301 West 47th St.
Minnetonka, MN 55343-8849

Dear Satomi,

I wanted to pass onto you and everyone over at MN Clean Services how pleased we have been with your services. I believe we are approaching the three year mark of us doing business together and I wish I would have taken the time earlier to let you and the crew know just how happy we are with your company and staff.

You have made my participation with having a qualified and responsible crew in our building taking care of all the rigors that come with daily cleaning for a workforce of 100 + almost non-existent for me and I love it.

The ability to tell someone let alone a corporation this is what I need and when I need it and no more input is required...Thanks for being my partner. You guys are the best and if anytime down the road you need or want a reference please call me.

Sincerely



Thomas J. Schulte
Manager
United Business Mail
612-782-2044
tomschulte@unitedbusinessmail.com

**CITY OF MAYER
RESOLUTION NO. 9-10-18-25**

**RESOLUTION APPROVING SUMMARY OF ORDINANCE NO. 223 FOR
PUBLICATION**

WHEREAS, Ordinance No. 223 was adopted by the City Council of the City of Mayer, Minnesota on August 27, 2018; and

WHEREAS, Ordinance No. 223 becomes effective upon publication; and

WHEREAS, publication of the entirety of Ordinance No. 223 is not feasible due to its length.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Mayer as follows:

1. The City Council hereby determines that publication of the title and a summary of Ordinance No. 223 would clearly inform the public of the intent and effect of the ordinance.
2. The City Council hereby approves for publication the Summary of Ordinance No. 223, attached hereto as Exhibit 1.
4. The City Council further resolves and directs that:
 - a. Only this Summary of Ordinance 223 shall be published.
 - b. A copy the entire text of Ordinance 223 shall be made available for inspection during regular business hours at the office of the City Clerk of the City of Mayer, 413 Bluejay Avenue, Mayer, MN 55360.

Adopted by the City Council of the City of Mayer on this 10th day of September, 2018.

Mike Dodge, Mayor

Margaret McCallum, City Administrator

**CITY OF MAYER
CARVER, COUNTY, MINNESOTA**

SUMMARY OF ORDINANCE NO. 223

The following is a summary of Ordinance No. 223, which was duly adopted by the City Council of the City of Mayer on August 27, 2018.

1. Title

The title of Ordinance No. 221 is “AN ORDINANCE AMENDING TITLE XV: LAND USAGE, CHAPTER 152: ZONING, SECTION 152.050 ZONING DISTRICTS ESTABLISHED, SECTION 152.057 (PRD) PLANNED RESIDENTIAL DEVELOPMENT DISTRICT AND SECTION 152.065 (PUD) PLANNED UNIT DEVELOPMENT OVERLAY DISTRICT.”

2. Summary

The zoning ordinance is amended to eliminate the Planned Residential Development District (PRD) and to modify the process for preliminary and final Planned Unit Overlay Development (PUD) plan review and approval.

3. Notice

This summary of Ordinance No. 223 has been published to clearly inform the public of the intent and effect of the Mayer City Code. A copy the entire text of Ordinance 223 is available for inspection during regular business hours at the office of the City Clerk of the City of Mayer, 413 Bluejay Avenue, Mayer, MN 55360.

Water, Sewer and Stormwater Rate Study

City of Mayer

Mayer, Minnesota

September 6, 2018

Draft

City of Mayer, Minnesota
Water, Sewer and Stormwater Rate Study
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September 6, 2018

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Draft

INTRODUCTORY SECTION

CITY OF MAYER
MAYER, MINNESOTA

Draft

City of Mayer, Minnesota
Water, Sewer and Stormwater Rate Study
September 6, 2018

I. Introduction

The City of Mayer, Minnesota (the City) owns and operates Water, Sewer and Stormwater utilities. The table below summarizes the Water service and average usage by the Residential, Senior Residents, Multi-Residential and Commercial customer classes. Sewer is billed based on water usage and Stormwater is a flat monthly rate.

AVERAGE NO. OF CUSTOMERS BY USAGE

CUSTOMER CLASS: Residential

SERVICE: Water

Water Usage (Gallons)	High Use Month	Low Use Month	Moderate Use Month 1	Moderate Use Month 2	Total # of Cusomters in Usage Level	Avg # of Customers in Usage Level	Customer % of Total	Avg Use	Avg Total Water Use	Use % of Total	
0	1,000	121	137	121	127	506	127	16.60%	500	63,500	2.47%
1,001	2,000	111	126	106	121	464	116	15.16%	1,500	174,000	6.76%
2,001	3,000	128	163	143	142	576	144	18.82%	2,500	360,000	13.98%
3,001	4,000	129	164	135	142	570	143	18.69%	3,500	500,500	19.44%
4,001	5,000	99	73	101	98	371	93	12.16%	4,500	418,500	16.25%
5,001	6,000	70	54	69	64	257	64	8.37%	5,500	352,000	13.67%
6,001	7,000	49	27	48	38	162	41	5.36%	6,500	266,500	10.35%
7,001	8,000	12	10	18	12	52	13	1.70%	7,500	97,500	3.79%
8,001	9,000	12	4	7	7	30	8	1.05%	8,500	68,000	2.64%
9,001	10,000	11	1	4	4	20	5	0.65%	9,500	47,500	1.84%
10,001	11,000	7	0	1	1	9	2	0.26%	10,500	21,000	0.82%
11,001	12,000	1	0	2	1	4	1	0.13%	11,500	11,500	0.45%
12,001	13,000	0	1	2	1	4	1	0.13%	12,500	12,500	0.49%
13,001	14,000	6	0	0	0	6	2	0.26%	13,500	27,000	1.05%
14,001	15,000	1	0	0	0	1	0	0.00%	14,500	-	0.00%
Over	15,000	6	3	6	5	20	5	0.65%	31,050	155,250	6.03%
						765	100.00%		2,575,250	100.00%	

AVERAGE NO. OF CUSTOMERS BY USAGE

CUSTOMER CLASS: Senior Residents

SERVICE: Water

Water Usage (Gallons)	High Use Month	Low Use Month	Moderate Use Month 1	Moderate Use Month 2	Total # of Cusomters in Usage Level	Avg # of Customers in Usage Level	Customer % of Total	Avg Use	Avg Total Water Use	Use % of Total	
-	1,000	2	4	1	4	11	3	30.00%	500	1,500	8.33%
1,001	2,000	2	3	4	2	11	3	30.00%	1,500	4,500	25.00%
2,001	3,000	3	2	2	1	8	2	20.00%	2,500	5,000	27.78%
3,001	4,000	1	1	2	2	6	2	20.00%	3,500	7,000	38.89%
4,001	5,000	1	0	0	0	1	0	0.00%	4,500	-	0.00%
5,001	6,000	0	0	0	1	1	0	0.00%	5,500	-	0.00%
6,001	7,000	1	0	0	0	1	0	0.00%	6,500	-	0.00%
7,001	8,000	0	0	0	0	0	0	0.00%	7,500	-	0.00%
8,001	9,000	0	0	1	0	1	0	0.00%	8,500	-	0.00%
9,001	10,000	0	0	0	0	0	0	0.00%	9,500	-	0.00%
10,001	11,000	0	0	0	0	0	0	0.00%	10,500	-	0.00%
11,001	12,000	0	0	0	0	0	0	0.00%	11,500	-	0.00%
12,001	13,000	0	0	0	0	0	0	0.00%	12,500	-	0.00%
13,001	14,000	0	0	0	0	0	0	0.00%	13,500	-	0.00%
14,001	15,000	0	0	0	0	0	0	0.00%	14,500	-	0.00%
Over	15,000	0	0	0	0	0	0	0.00%	-	-	0.00%
						10	100.00%		18,000	100.00%	

City of Mayer, Minnesota
Water, Sewer and Stormwater Rate Study
September 6, 2018

I. Introduction (Continued)

AVERAGE NO. OF CUSTOMERS BY USAGE

CUSTOMER CLASS: Multi Residential

SERVICE: Water

Water Usage (Gallons)	High Use Month	Low Use Month	Moderate Use Month 1	Moderate Use Month 2	Total # of Cusomters in Usage Level	Avg # of Customers in Usage Level	Customer % of Total	Avg Use	Avg Total Water Use	Use % of Total
- 1,000	0	0	0	0	0	0	0.00%	500	-	0.00%
1,001 2,000	4	4	0	0	8	2	14.29%	1,500	3,000	9.09%
2,001 3,000	10	10	14	14	48	12	85.71%	2,500	30,000	90.91%
3,001 4,000	0	0	0	0	0	0	0.00%	3,500	-	0.00%
4,001 5,000	0	0	0	0	0	0	0.00%	4,500	-	0.00%
5,001 6,000	0	0	0	0	0	0	0.00%	5,500	-	0.00%
6,001 7,000	0	0	0	0	0	0	0.00%	6,500	-	0.00%
7,001 8,000	0	0	0	0	0	0	0.00%	7,500	-	0.00%
8,001 9,000	0	0	0	0	0	0	0.00%	8,500	-	0.00%
9,001 10,000	0	0	0	0	0	0	0.00%	9,500	-	0.00%
10,001 11,000	0	0	0	0	0	0	0.00%	10,500	-	0.00%
11,001 12,000	0	0	0	0	0	0	0.00%	11,500	-	0.00%
12,001 13,000	0	0	0	0	0	0	0.00%	12,500	-	0.00%
13,001 14,000	0	0	0	0	0	0	0.00%	13,500	-	0.00%
14,001 15,000	0	0	0	0	0	0	0.00%	14,500	-	0.00%
Over 15,000	0	0	0	0	0	0	0.00%	-	-	0.00%
					14		100.00%		33,000	100.00%

AVERAGE NO. OF CUSTOMERS BY USAGE

CUSTOMER CLASS: Commercial

SERVICE: Water

Water Usage (Gallons)	High Use Month	Low Use Month	Moderate Use Month 1	Moderate Use Month 2	Total # of Cusomters in Usage Level	Avg # of Customers in Usage Level	Customer % of Total	Avg Use	Avg Total Water Use	Use % of Total
- 1,000	25	24	26	26	101	25	71.43%	500	12,500	8.86%
1,001 2,000	3	4	2	3	12	3	8.57%	1,500	4,500	3.19%
2,001 3,000	3	2	2	1	8	2	5.71%	2,500	5,000	3.54%
3,001 4,000	0	0	1	0	1	0	0.00%	3,500	-	0.00%
4,001 5,000	0	1	0	0	1	0	0.00%	4,500	-	0.00%
5,001 6,000	1	1	1	1	4	1	2.86%	5,500	5,500	3.90%
6,001 7,000	0	0	0	1	1	0	0.00%	6,500	-	0.00%
7,001 8,000	1	0	2	1	4	1	2.86%	7,500	7,500	5.31%
8,001 9,000	0	1	0	0	1	0	0.00%	8,500	-	0.00%
9,001 10,000	0	0	0	0	0	0	0.00%	9,500	-	0.00%
10,001 11,000	1	0	0	0	1	0	0.00%	10,500	-	0.00%
11,001 12,000	0	0	0	0	0	0	0.00%	11,500	-	0.00%
12,001 13,000	0	0	0	0	0	0	0.00%	12,500	-	0.00%
13,001 14,000	0	0	0	0	0	0	0.00%	13,500	-	0.00%
14,001 15,000	0	1	0	0	1	0	0.00%	14,500	-	0.00%
Over 15,000	3	3	3	4	13	3	8.57%	35,385	106,154	75.20%
					35		100.00%		141,154	100.00%

City of Mayer, Minnesota
Water, Sewer and Stormwater Rate Study
September 6, 2018

I. Introduction (Continued)

This rate study analyzes the cash flows of the Water, Sewer and Stormwater utilities of the City. Sources and uses of cash are projected for the years ending December 31, 2018 to December 31, 2027. The study uses the current number and type of accounts to project future revenue at a suggested rate for each of the utility funds, each year.

Annual capital costs are projected separately for each of the funds for the projection period. The City has a Capital Improvement Plan (CIP) that goes from 2018 to 2022. Averages for that 5 year period were used to estimate capital spending from 2023 to 2028.

The financial projection is based on billings inflated from the current rate. Expense assumptions are outlined in the assumptions section on the following page and present, to the best of management's knowledge and belief, the City's expected results of cash flows for the projection period if such uses of cash occur. Accordingly, the projection reflects management's judgment, as of the date of this projection, of the expected conditions and the City's expected course of action if such usage and expense totals were attained. The presentation is designed to provide information to the City Council concerning recovery of expenses that might be achieved if rates were adjusted and should not be considered to be a presentation of expected future results. Accordingly, this projection may not be useful for other purposes. The assumptions disclosed herein are those that management believes are significant to the projection. Furthermore, there will usually be differences between projected and actual results, because events and circumstances frequently do not occur as expected and those differences may be material.

Draft

II. Assumptions

Water Fund

- The projection assumes fees are inflated 3% annually.
- Operating expense inflation is assumed to be 3%.
- New connections are estimated at 35 new residential connections annually. Connection fee revenue assumes a 3% annual inflation increase.
- Planned acquisition of capital assets is taken from the City CIP. Major purchases are offset with bond proceeds and future debt payments.
- **Target cash reserve will be set at 100% of following year's debt service and 50% of following years operating expenses. Based on the current state, the cash balance will not be sufficient to meet the target and operating cash will not generate enough surplus to cover the following year's debt service and operating expenses. Scenario 2 creates positive cash flow sufficient to hit the targeted cash balance.**

Sewer Fund

- The projection assumes fees are inflated 3% annually.
- Operating expense inflation is assumed to be 3%.
- New connections are estimated at 35 new residential connections annually. Connection fee revenue assumes a 3% annual inflation increase.
- Planned acquisition of capital assets is taken from the City CIP. Major purchases are offset with bond proceeds and future debt payments. The average calculated and used as an estimate for years 2023 through 2027 does not include the Waste Water Treatment expansion project of \$3,000,000 in 2021.
- Property tax levy of \$273,000 in 2017 is continued but decreased by \$10,000 annually.
- **Target cash reserve will be set at 100% of following year's debt service and 50% of following years operating expenses. Based on the assumptions above, the cash balance will exceed the target and operating cash will generate enough surplus to cover the following year's debt service and operating expenses.**

Stormwater Fund

- Both scenarios assume fees are inflated at least 3% annually. Scenario 2 assumes additional increases to the rates are applied over several periods.
- Operating expense inflation is assumed to be 3%.
- Planned acquisition of capital assets is taken from the City CIP plan. Major purchases are offset with bond proceeds and future debt payments.
- **Target cash reserve will be set at 100% of following year's debt service and 50% of following years operating expenses. Based on the assumptions above, the cash balance will exceed the target and operating cash will generate enough surplus to cover the following year's debt service and operating expenses.**

City of Mayer, Minnesota
Water, Sewer and Stormwater Rate Study
September 6, 2018

II. Assumptions (Continued)

A schedule of the planned capital projects are listed below.

The assumption is that the City will be doing these projects at some point during the projection period.

Water	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Well no. 3	\$ -	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
* Additional Water Treatment 500 gal	-	-	-	-	100,000	-	-	-	-	-
* Water Tower	-	-	-	-	1,200,000	-	-	-	-	-
Total Water Fund Capital	\$ -	\$ -	\$ -	\$ 400,000	\$ 1,300,000	\$ -				
Average annual cost over a 5 year period	\$ 340,000									
<i>*Bonding</i>										

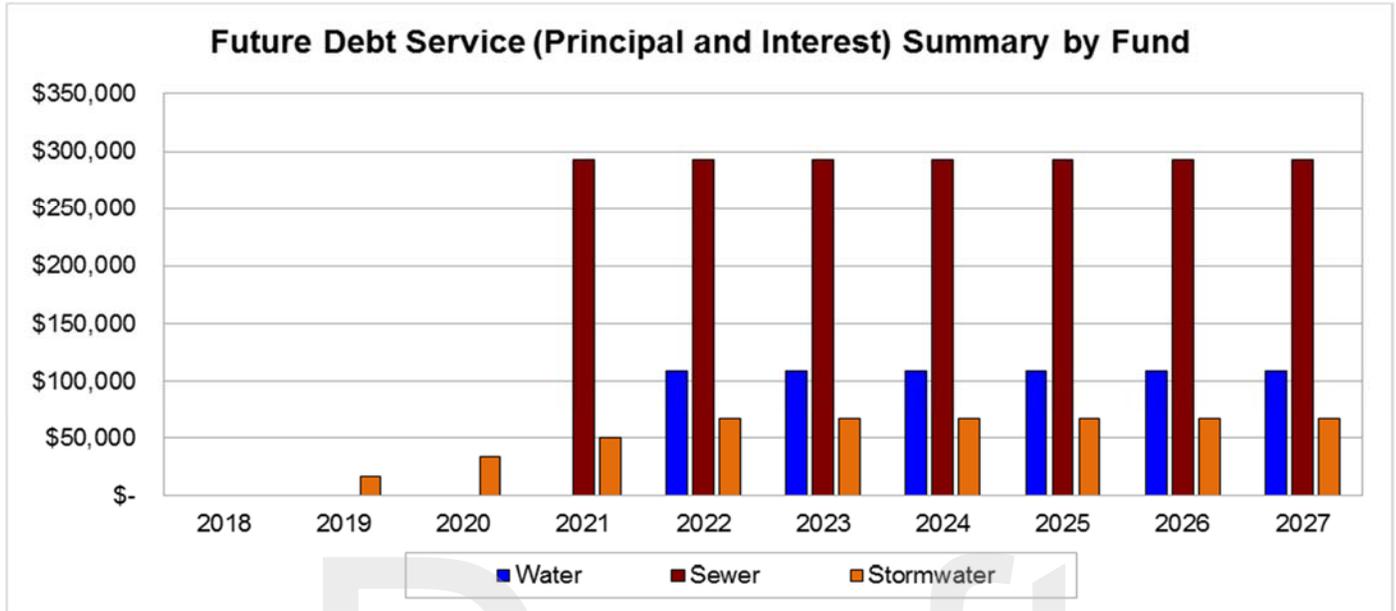
Sewer	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Annual budgeted amount	\$ 87,000	\$ 87,000	\$ 87,000	\$ 87,000	\$ 87,000	\$ -	\$ -	\$ -	\$ -	\$ -
Slip Lining 2018	60,000	-	-	-	-	-	-	-	-	-
Slip Lining 2019	-	60,000	-	-	-	-	-	-	-	-
Enlargement of the Main	-	-	-	100,000	-	-	-	-	-	-
* WWTF -Expansion	-	-	-	3,000,000	-	-	-	-	-	-
Lift Station 4	-	-	-	250,000	-	-	-	-	-	-
Expansion of Lift Station 2	-	-	-	-	75,000	-	-	-	-	-
Lift Station 3	-	-	-	-	250,000	-	-	-	-	-
Total Sewer Fund Capital	\$ 147,000	\$ 147,000	\$ 87,000	\$ 3,437,000	\$ 412,000	\$ -				
Average annual cost over a 5 year period (excludes WWTF-Expansion)	\$ 246,000									
<i>*Bonding</i>										

Stormwater	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Storm Water 2018	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
* Storm Water 2019	-	200,000	-	-	-	-	-	-	-	-
* Storm Water 2020	-	-	200,000	-	-	-	-	-	-	-
* Storm Water 2021	-	-	-	200,000	-	-	-	-	-	-
* Storm Water 2022	-	-	-	-	200,000	-	-	-	-	-
Total Sewer Fund Capital	\$ 50,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ -				
Average annual cost over a 5 year period	\$ 170,000									
<i>*Bonding</i>										

City of Mayer, Minnesota
Water, Sewer and Stormwater Rate Study
September 6, 2018

II. Assumptions (Continued)

A summary of the total future debt service associated with the planned capital projects is presented below.



A schedule of the projected new connections is presented below.

	CONNECTION CHARGES									
	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Annual Increase in Users										
New Connections - Residential	35	35	35	35	35	35	35	35	35	35
New Connections - Commercial	-	-	-	-	-	-	-	-	-	-
Population	2,127	2,162	2,197	2,232	2,267	2,302	2,337	2,372	2,407	2,442
Connection Charges										
Water Connection Charge	\$ 4,500	\$ 4,640	\$ 4,780	\$ 4,920	\$ 5,070	\$ 5,220	\$ 5,380	\$ 5,540	\$ 5,710	\$ 5,880
Sewer Connection Charge	4,500	4,640	4,780	4,920	5,070	5,220	5,380	5,540	5,710	5,880
Connection Revenue - Residential										
Water Connection Charge	\$ 157,500	\$ 162,400	\$ 167,300	\$ 172,200	\$ 177,450	\$ 182,700	\$ 188,300	\$ 193,900	\$ 199,850	\$ 205,800
Sewer Connection Charge	157,500	162,400	167,300	172,200	177,450	182,700	188,300	193,900	199,850	205,800

City of Mayer, Minnesota
Water, Sewer and Stormwater Rate Study
September 6, 2018

III. Water, Sewer and Stormwater Rate Study

Water Utilities Operating Fund

Goal

- The Water fund will maintain a targeted cash balance sufficient to cover operations, capital and debt service. Targeted cash balance for the fund refers to the following years' debt service obligations well as 50 percent of estimated operating costs.

Rates

A summary of the current rates and proposed rates are listed below. Allowing for annual inflationary increase in rates will result in cash flows that will achieve the annual targets.

Rates Increased Over Several Periods

<u>Water - Residential</u>	Current	Proposed Rates								
		2019	2020	2021	2022	2023	2024	2025	2026	2027
Proposed increase on fixed rates		3%	3%	3%	3%	3%	3%	3%	3%	3%
Proposed increase on usage rates		3%	3%	3%	3%	3%	3%	3%	3%	3%
Monthly bill based on 3,500 gallons	\$ 30.26	\$ 31.16	\$ 32.10	\$ 33.06	\$ 34.05	\$ 35.07	\$ 36.13	\$ 37.21	\$ 38.33	\$ 39.48
Monthly \$ increase for a 3,500 gallon user		0.91	0.93	0.96	0.99	1.02	1.05	1.08	1.12	1.15
Annual \$ increase for an average 3,500 gallon user		10.89	11.22	11.56	11.90	12.26	12.63	13.01	13.40	13.80
Base Fee	\$ 11.88	\$ 12.24	\$ 12.60	\$ 12.98	\$ 13.37	\$ 13.77	\$ 14.19	\$ 14.61	\$ 15.05	\$ 15.50
Meter Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>Usage Fee - Per 1,000 gallons</u>										
0 6,000	\$ 5.25	\$ 5.41	\$ 5.57	\$ 5.74	\$ 5.91	\$ 6.09	\$ 6.27	\$ 6.46	\$ 6.65	\$ 6.85
6,001 15,000	\$ 6.08	\$ 6.26	\$ 6.45	\$ 6.64	\$ 6.84	\$ 7.05	\$ 7.26	\$ 7.48	\$ 7.70	\$ 7.93
15,001 20,000	\$ 7.15	\$ 7.36	\$ 7.59	\$ 7.81	\$ 8.05	\$ 8.29	\$ 8.54	\$ 8.79	\$ 9.06	\$ 9.33
20,001 999,999,999	\$ 9.68	\$ 9.97	\$ 10.27	\$ 10.58	\$ 10.89	\$ 11.22	\$ 11.56	\$ 11.91	\$ 12.26	\$ 12.63

Rates Increased Over Several Periods

<u>Water - Commercial</u>	Current	Proposed Rates								
		2019	2020	2021	2022	2023	2024	2025	2026	2027
Proposed increase on fixed rates		3%	3%	3%	3%	3%	3%	3%	3%	3%
Proposed increase on usage rates		3%	3%	3%	3%	3%	3%	3%	3%	3%
Monthly bill based on 35,400 gallons	\$ 282.92	\$ 291.41	\$ 300.15	\$ 309.16	\$ 318.43	\$ 327.98	\$ 337.82	\$ 347.96	\$ 358.40	\$ 369.15
Monthly \$ increase for a 35,400 gallon user		8.49	8.74	9.00	9.27	9.55	9.84	10.13	10.44	10.75
Annual \$ increase for an average 35,400 gallon user		101.85	104.91	108.05	111.30	114.64	118.07	121.62	125.27	129.02
Base Fee	\$ 11.88	\$ 12.24	\$ 12.60	\$ 12.98	\$ 13.37	\$ 13.77	\$ 14.19	\$ 14.61	\$ 15.05	\$ 15.50
Meter Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>Usage Fee - Per 1,000 gallons</u>										
0 6,000	\$ 5.25	\$ 5.41	\$ 5.57	\$ 5.74	\$ 5.91	\$ 6.09	\$ 6.27	\$ 6.46	\$ 6.65	\$ 6.85
6,001 15,000	\$ 6.08	\$ 6.26	\$ 6.45	\$ 6.64	\$ 6.84	\$ 7.05	\$ 7.26	\$ 7.48	\$ 7.70	\$ 7.93
15,001 20,000	\$ 7.15	\$ 7.36	\$ 7.59	\$ 7.81	\$ 8.05	\$ 8.29	\$ 8.54	\$ 8.79	\$ 9.06	\$ 9.33
20,001 999,999,999	\$ 9.68	\$ 9.97	\$ 10.27	\$ 10.58	\$ 10.89	\$ 11.22	\$ 11.56	\$ 11.91	\$ 12.26	\$ 12.63

City of Mayer, Minnesota
Water, Sewer and Stormwater Rate Study
September 6, 2018

III. Water, Sewer and Stormwater Rate Study (Continued)

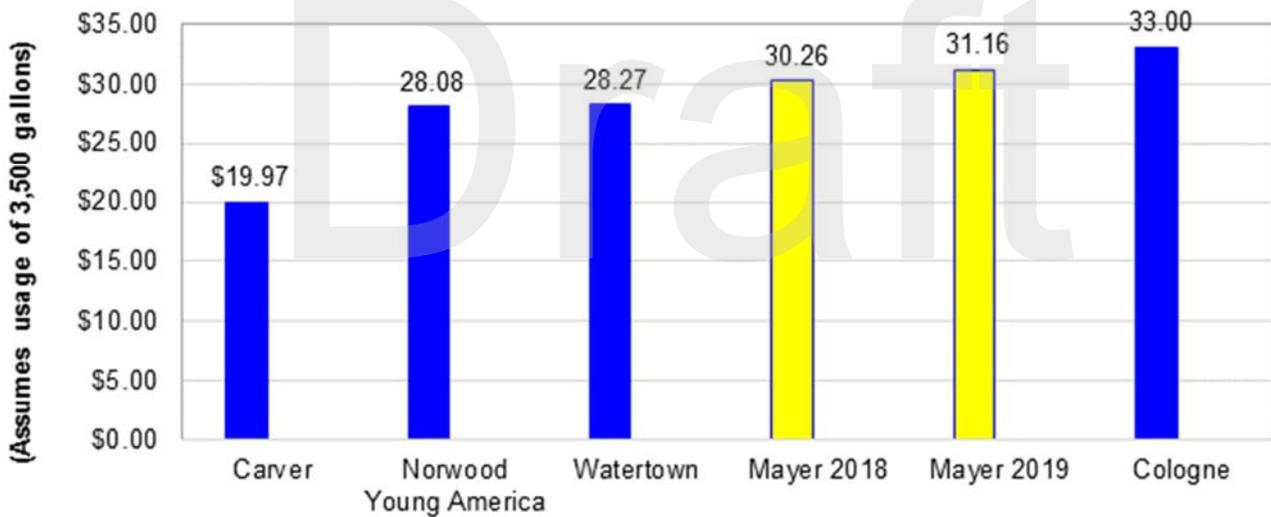
Water Utilities Operating Fund (Continued)

The table below summarizes comparable communities monthly Residential bill if average usage is 3,500 gallons. Currently, Mayer has Water rates in the middle of the comparable communities, annual inflation increase in the Water rates will allow Mayer's Water rates to remain within comparable range.

WATER

City	Monthly Bill (\$)
Carver	\$ 19.97
Norwood Young America	28.08
Watertown	28.27
Mayer 2018	30.26
Mayer 2019	31.16
Cologne	33.00
Average Bill (w/o Mayer)	<u>\$ 27.33</u>

COMPARISON OF MONTHLY WATER BILLINGS



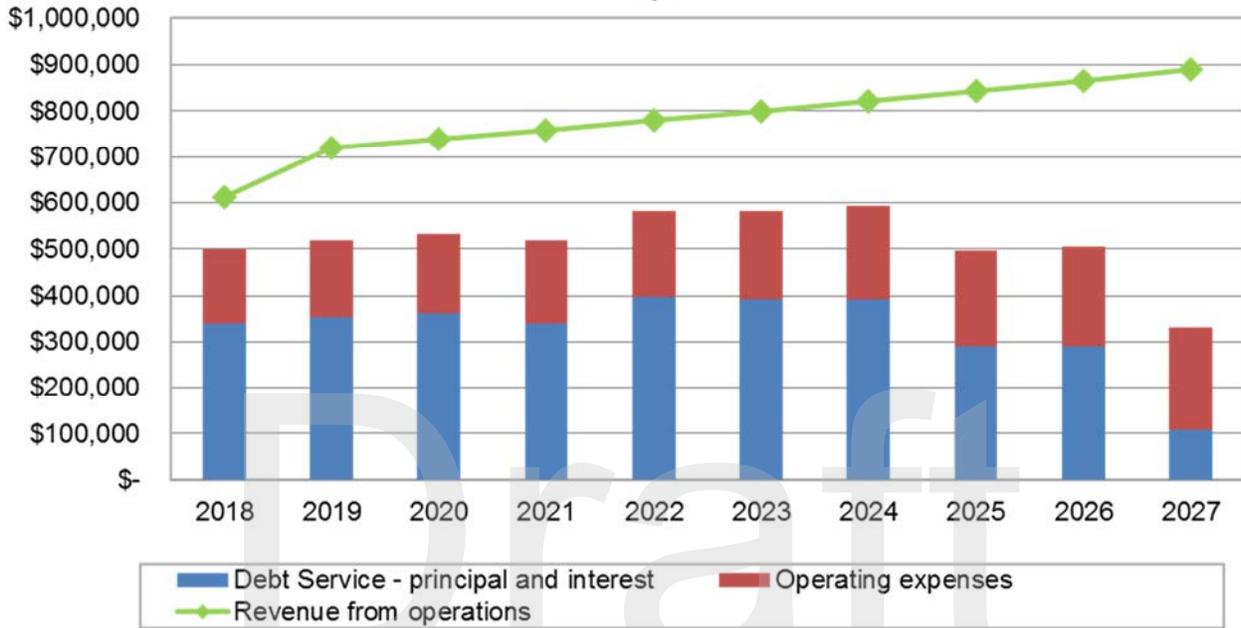
Average bill excluding Mayer is \$27.33

III. Water, Sewer and Stormwater Rate Study (Continued)

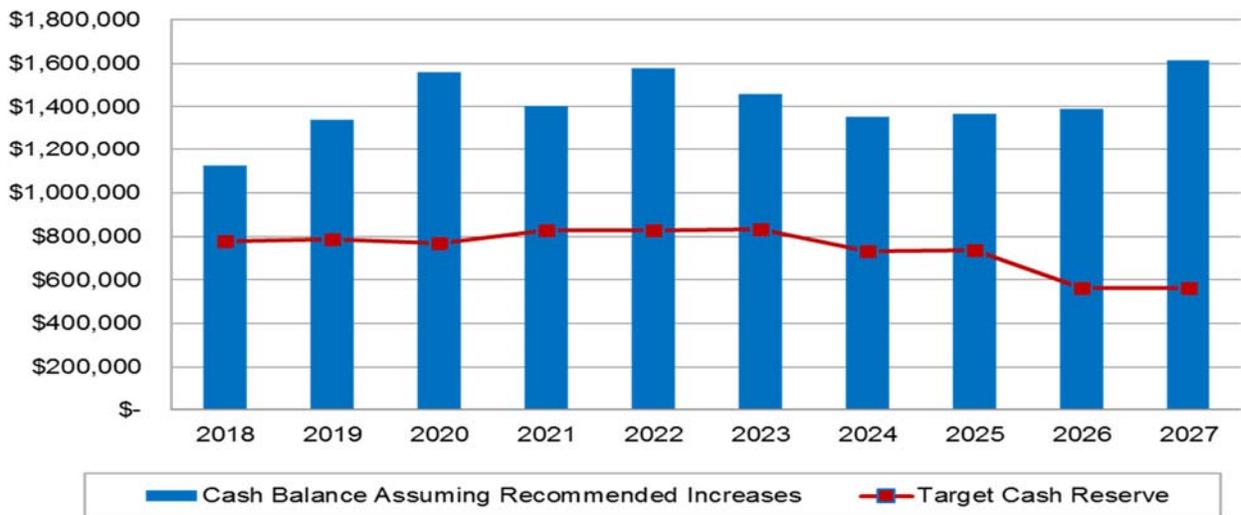
Water Utilities Operating Fund (Continued)

Current rates inflated at 3% annually

Revenue from Inflated rates compared with debt and operating expense



Projected ending cash balance compared to targeted cash reserve



Target Cash Reserve is lowest amount needed to fund operations. Excess above target would be used to future capital improvement needs above target.

As evidenced by the graphs above, the City's Water rates are sufficient to sustain the existing cash balance. Revenues are sufficient to cover operating expenses, debt and capital.

City of Mayer, Minnesota
Water, Sewer and Stormwater Rate Study
September 6, 2018

III. Water, Sewer and Stormwater Rate Study (Continued)

Sewer Utilities Operating Fund

Goal

- The Sewer Operating fund will maintain a sufficient working capital balance. Targeted cash balance for the fund refers to the following years' debt service obligations well as 50 percent of estimated operating costs.

Rates

A summary of the current rates and proposed rates are listed below. Allowing for rate increases over several periods as well as annual inflationary increases will result in cash flows that will achieve the annual targets in Scenario 2.

Rates Increased Over Several Periods

<u>Sewer - Residential</u>	Current	Proposed Rates								
		2019	2020	2021	2022	2023	2024	2025	2026	2027
Proposed increase on fixed rates		3%	3%	3%	3%	3%	3%	3%	3%	3%
Proposed increase on usage rates		3%	3%	3%	3%	3%	3%	3%	3%	3%
Monthly bill based on 3,500 gallons	\$ 45.36	\$ 46.72	\$ 48.12	\$ 49.57	\$ 51.05	\$ 52.58	\$ 54.16	\$ 55.79	\$ 57.46	\$ 59.18
Monthly \$ increase for a 3,500 gallon user		1.36	1.40	1.44	1.49	1.53	1.58	1.62	1.67	1.72
Annual \$ increase for an average 3,500 gallon user		16.33	16.82	17.32	17.84	18.38	18.93	19.50	20.08	20.69
Base Fee	\$ 19.46	\$ 20.04	\$ 20.65	\$ 21.26	\$ 21.90	\$ 22.56	\$ 23.24	\$ 23.93	\$ 24.65	\$ 25.39
Meter Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>Usage Fee - Per 1,000 gallons</u>										
0 999,999,999	\$ 7.40	\$ 7.62	\$ 7.85	\$ 8.09	\$ 8.33	\$ 8.58	\$ 8.84	\$ 9.10	\$ 9.37	\$ 9.66

Rates Increased Over Several Periods

<u>Sewer - Commercial</u>	Current	Proposed Rates								
		2019	2020	2021	2022	2023	2024	2025	2026	2027
Proposed increase on fixed rates		3%	3%	3%	3%	3%	3%	3%	3%	3%
Proposed increase on usage rates		3%	3%	3%	3%	3%	3%	3%	3%	3%
Monthly bill based on 35,400 gallons	\$ 281.42	\$ 289.86	\$ 298.56	\$ 307.52	\$ 316.74	\$ 326.24	\$ 336.03	\$ 346.11	\$ 356.49	\$ 367.19
Monthly \$ increase for a 35,400 gallon user		8.44	8.70	8.96	9.23	9.50	9.79	10.08	10.38	10.69
Annual \$ increase for an average 35,400 gallon user		101.31	104.35	107.48	110.71	114.03	117.45	120.97	124.60	128.34
Base Fee	\$ 19.46	\$ 20.04	\$ 20.65	\$ 21.26	\$ 21.90	\$ 22.56	\$ 23.24	\$ 23.93	\$ 24.65	\$ 25.39
Meter Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>Usage Fee - Per 1,000 gallons</u>										
0 999,999,999	\$ 7.40	\$ 7.62	\$ 7.85	\$ 8.09	\$ 8.33	\$ 8.58	\$ 8.84	\$ 9.10	\$ 9.37	\$ 9.66

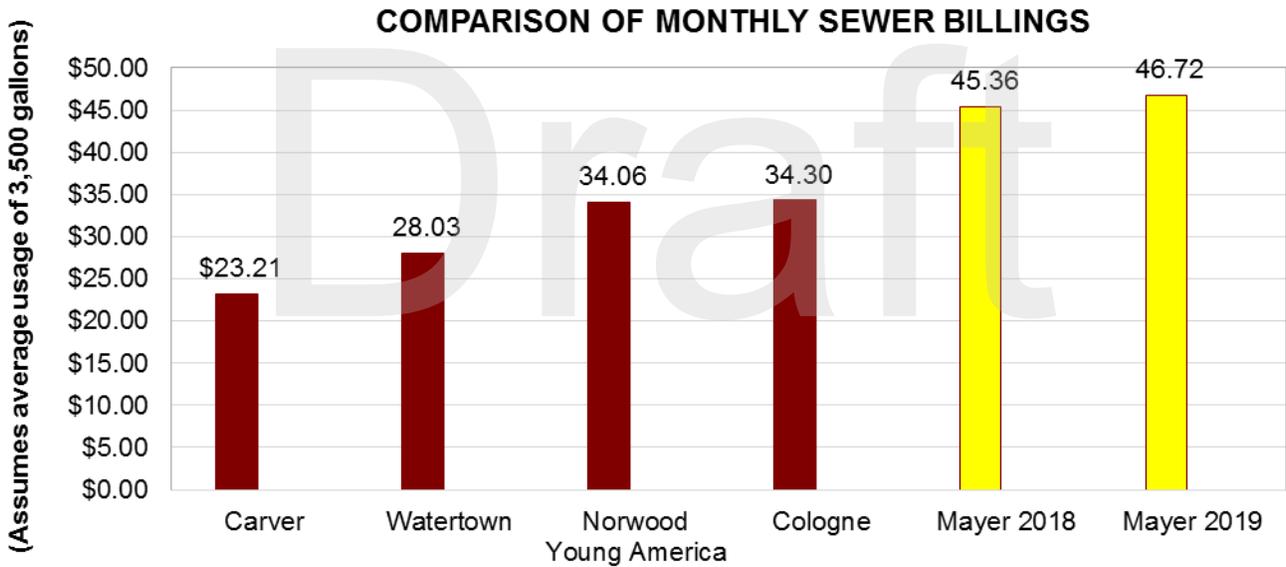
City of Mayer, Minnesota
Water, Sewer and Stormwater Rate Study
September 6, 2018

III. Water, Sewer and Stormwater Rate Study (Continued)

Sewer Utilities Operating Fund (Continued)

The table below summarizes comparable communities monthly Residential bill if average usage is 3,500 gallons. Currently, Mayer's Sewer rates are above average in comparison to the cities below. With the proposed rate increases in Scenario 2, Mayer's Sewer rates will be the highest of the comparison the cities below.

City	Monthly Bill (\$)
Carver	\$ 23.21
Watertown	28.03
Norwood Young America	34.06
Cologne	34.30
Mayer 2018	45.36
Mayer 2019	46.72
Average Bill (w/o Mayer)	\$ 29.90



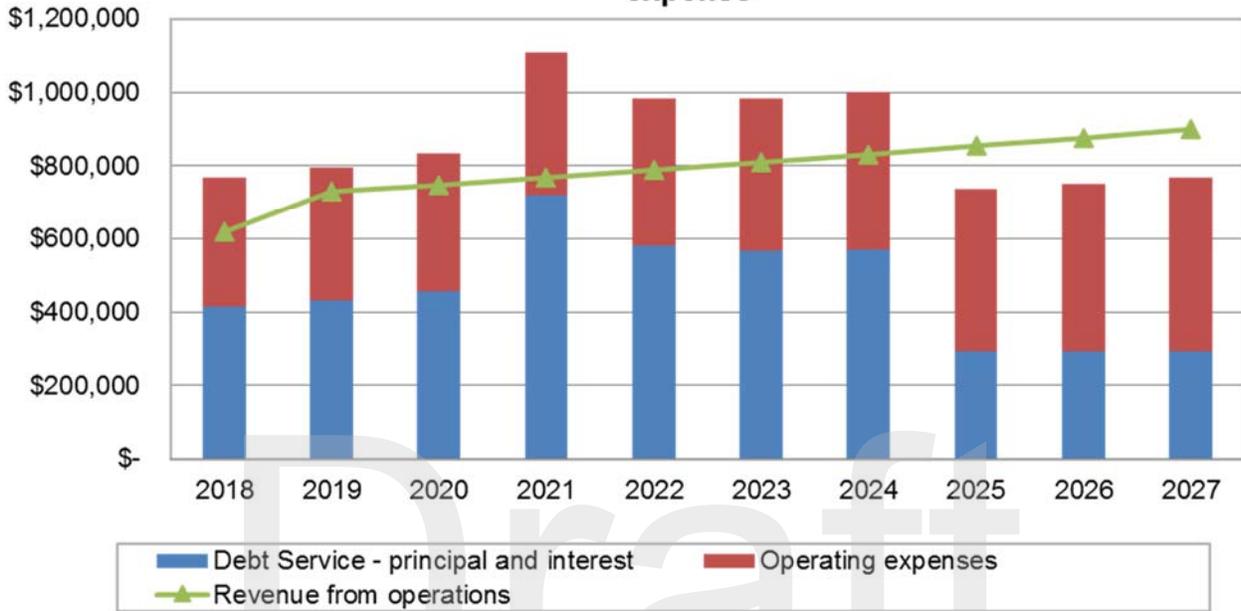
Average bill excluding Mayer is \$29.90

III. Water, Sewer and Stormwater Rate Study (Continued)

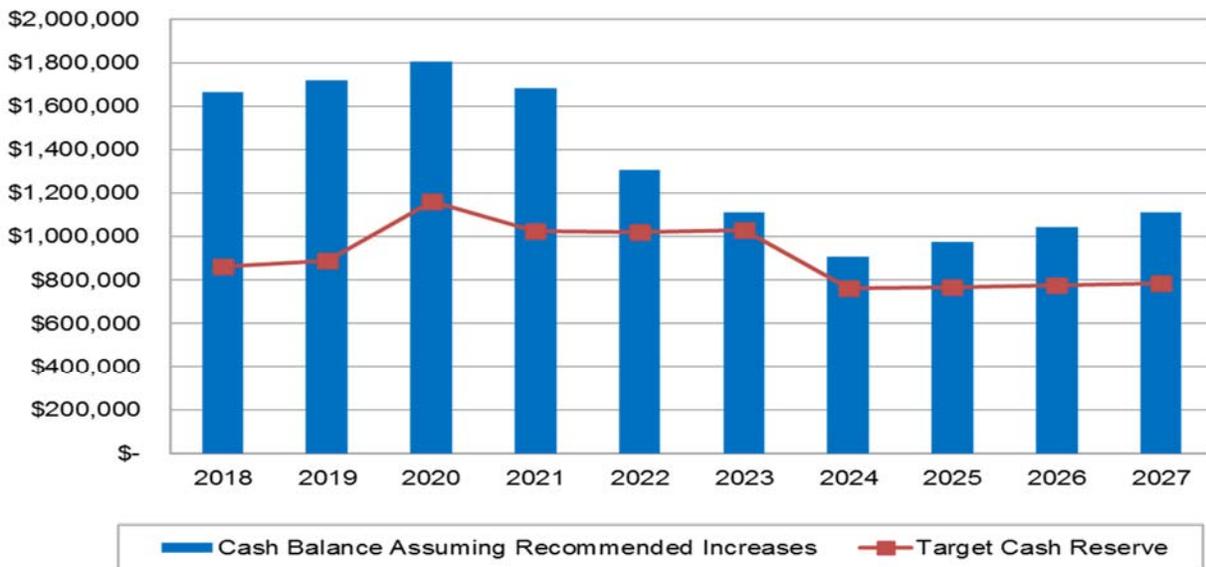
Sewer Utilities Operating Fund (Continued)

Current rates inflated at 3% annually

Revenue from Inflated Rates compared with debt and operating expense



Projected ending cash balance compared to targeted cash reserve



Target Cash Reserve is lowest amount needed to fund operations. Excess above target would be used to future capital improvement needs above target.

As evidenced by the graphs above, the City's Sewer rates are sufficient to sustain the existing cash balance. Revenues do not cover operating expenses and debt service and planned capital for most of the years presented. With gradual increases in rates along with inflationary increases, revenues will increase over the years and achieve sufficient cash reserves over the life of the projection.

City of Mayer, Minnesota
Water, Sewer and Stormwater Rate Study
September 6, 2018

III. Water, Sewer and Stormwater Rate Study (Continued)

Stormwater Utilities Operating Fund

Goal

- The Stormwater fund will maintain a targeted cash balance sufficient to cover operations and debt service. Targeted cash balance for the fund refers to the following years' debt service obligations well as 50 percent of estimated operating costs.

Rates

A summary of the current rates and proposed rates are listed below. . Allowing for rate increases over several periods as well as annual inflationary increases will result in cash flows that will achieve the annual targets in Scenario 2.

Rates Increased Over Several Periods

<u>Stormwater - Residential</u>	Current	Proposed Rates								
		2019	2020	2021	2022	2023	2024	2025	2026	2027
Proposed increase on fixed rates		100%	40%	25%	25%	25%	3%	3%	3%	3%
Monthly bill	\$ 2.00	\$ 4.00	\$ 5.60	\$ 7.00	\$ 8.75	\$ 10.94	\$ 11.27	\$ 11.60	\$ 11.95	\$ 12.31
Monthly \$ increase		2.00	1.60	1.40	1.75	2.19	0.33	0.34	0.35	0.36
Annual \$ increase		24.00	19.20	16.80	21.00	26.25	3.94	4.06	4.18	4.30
Base Fee	\$ 2.00	\$ 4.00	\$ 5.60	\$ 7.00	\$ 8.75	\$ 10.94	\$ 11.27	\$ 11.60	\$ 11.95	\$ 12.31

Rates Increased Over Several Periods

<u>Stormwater - Commercial</u>	Current	Proposed Rates								
		2019	2020	2021	2022	2023	2024	2025	2026	2027
Proposed increase on fixed rates		100%	40%	25%	25%	25%	3%	3%	3%	3%
Monthly bill	\$ 6.00	\$ 12.00	\$ 16.80	\$ 21.00	\$ 26.25	\$ 32.81	\$ 33.80	\$ 34.81	\$ 35.86	\$ 36.93
Monthly \$ increase		6.00	4.80	4.20	5.25	6.56	0.98	1.01	1.04	1.08
Annual \$ increase		72.00	57.60	50.40	63.00	78.75	11.81	12.17	12.53	12.91
Base Fee	\$ 6.00	\$ 12.00	\$ 16.80	\$ 21.00	\$ 26.25	\$ 32.81	\$ 33.80	\$ 34.81	\$ 35.86	\$ 36.93

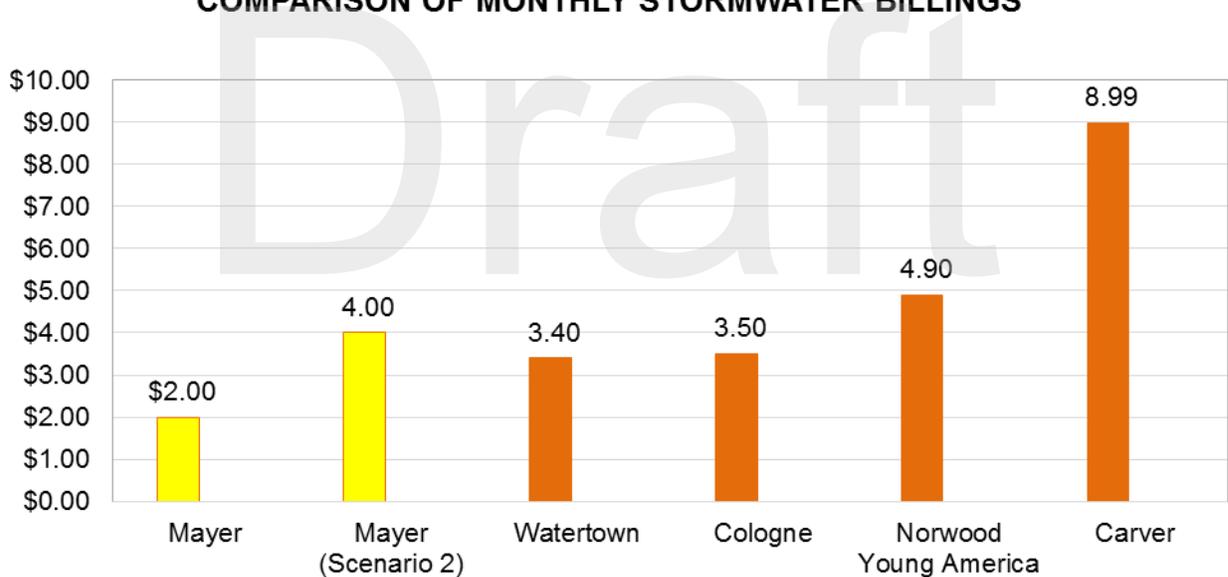
III. Water, Sewer and Stormwater Rate Study (Continued)

Stormwater Utilities Operating Fund (Continued)

The table below summarizes comparable communities monthly Residential Stormwater bill. Currently Mayer's Stormwater rates are below average and the lowest of the comparison cities below. With the proposed Stormwater rate increases in Scenario 2, Mayer's Stormwater rates will still be below average and in the middle range of the comparison the cities.

STORMWATER	
City	Monthly Bill (\$)
Mayer	\$ 2.00
Mayer (Scenario 2)	4.00
Watertown	3.40
Cologne	3.50
Norwood Young America	4.90
Carver	8.99
Average Bill (w/o Mayer)	\$ 5.20

COMPARISON OF MONTHLY STORMWATER BILLINGS

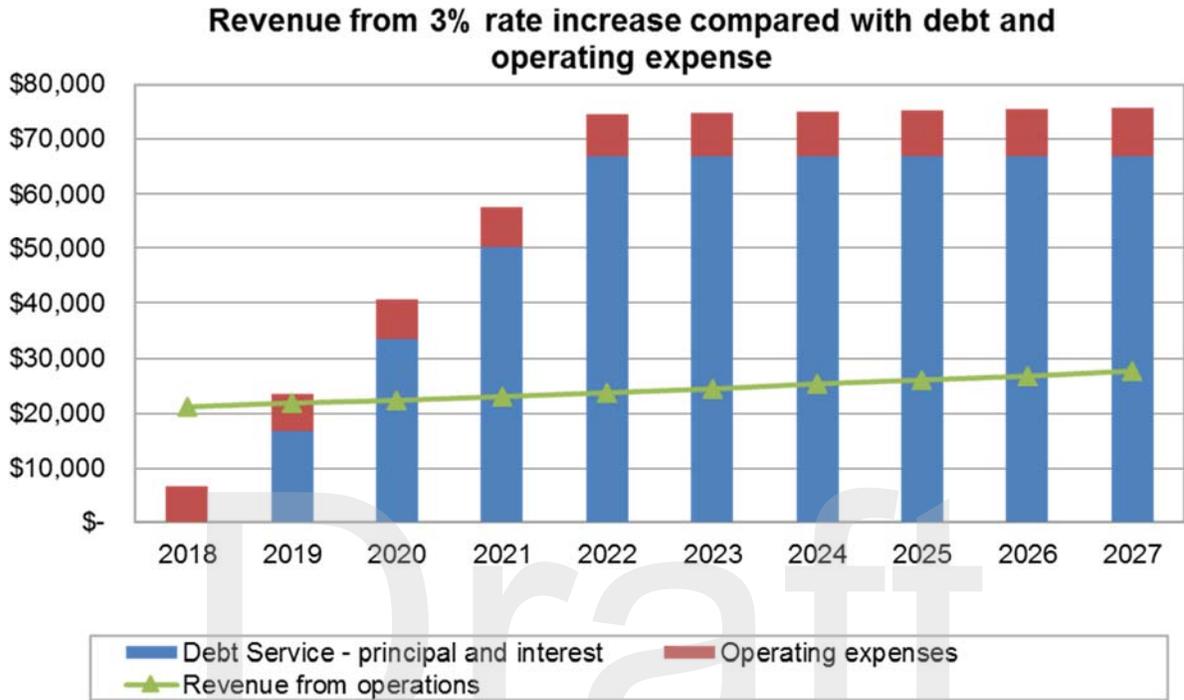


Average bill excluding Mayer is \$5.20

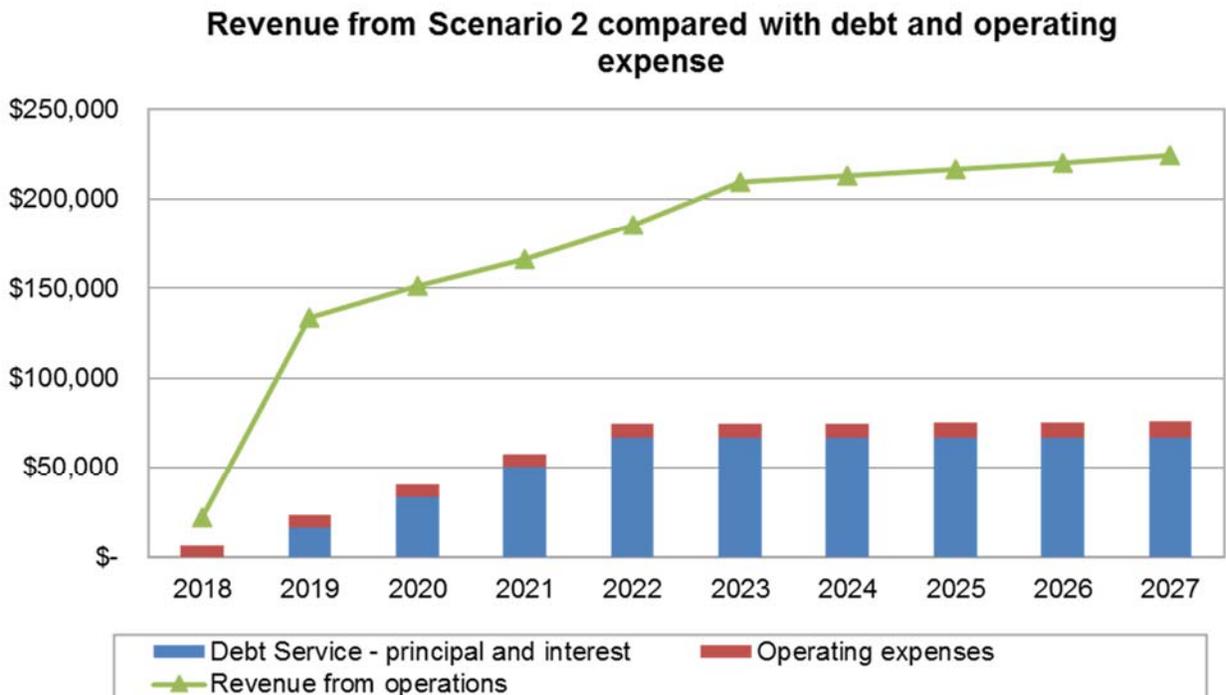
III. Water, Sewer and Stormwater Rate Study (Continued)

Stormwater Utilities Operating Fund (Continued)

Current rates inflated at 3% annually



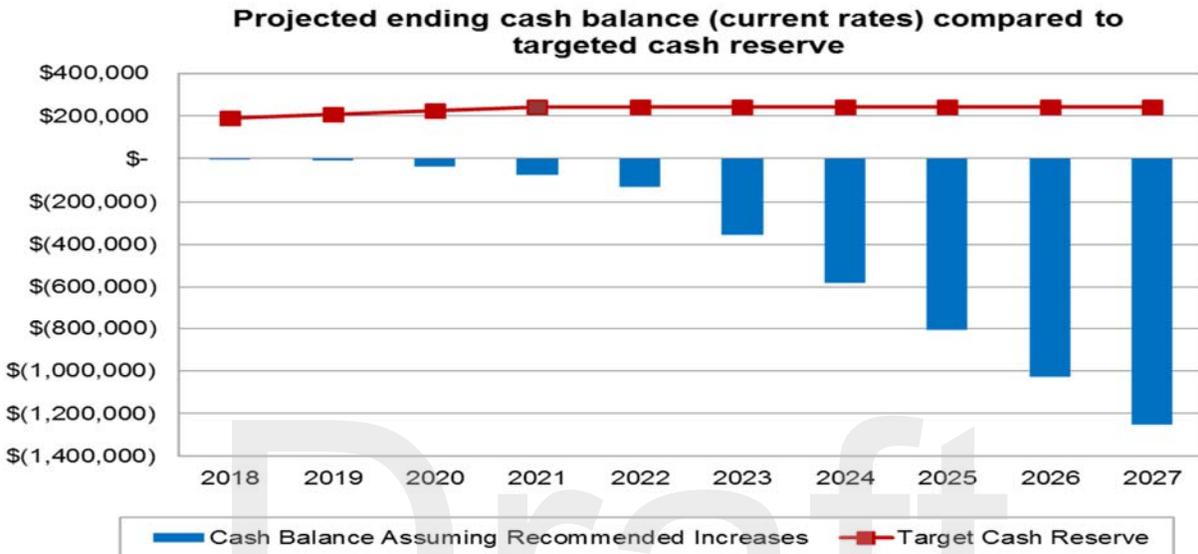
Scenario 2 - Change in rates over several periods



III. Water, Sewer and Stormwater Rate Study (Continued)

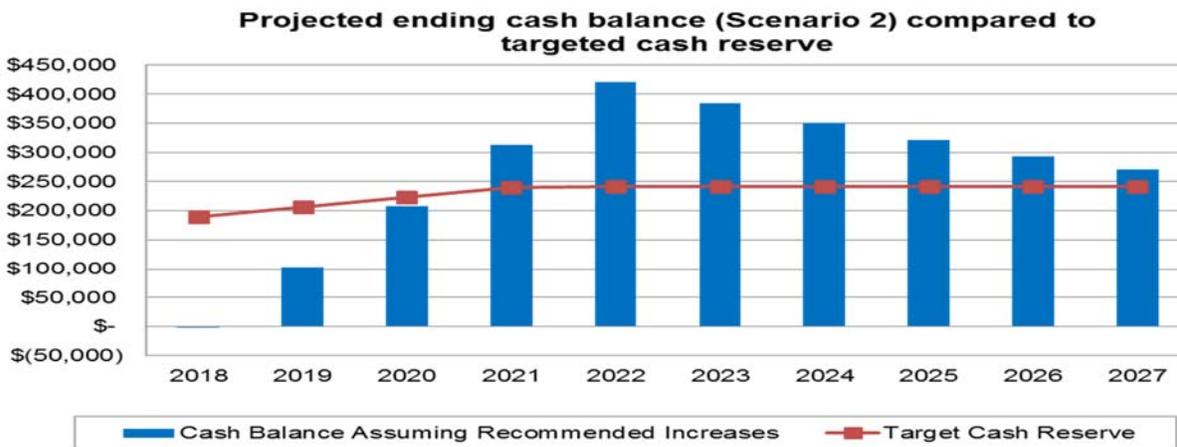
Stormwater Utilities Operating Fund (Continued)

Current rates inflated at 3% annually



Target Cash Reserve is lowest amount needed to fund operations. Excess above target would be used to future capital improvement needs above target.

Scenario 2 - Change in rates over several periods



Target Cash Reserve is lowest amount needed to fund operations. Excess above target would be used to future capital improvement needs above target.

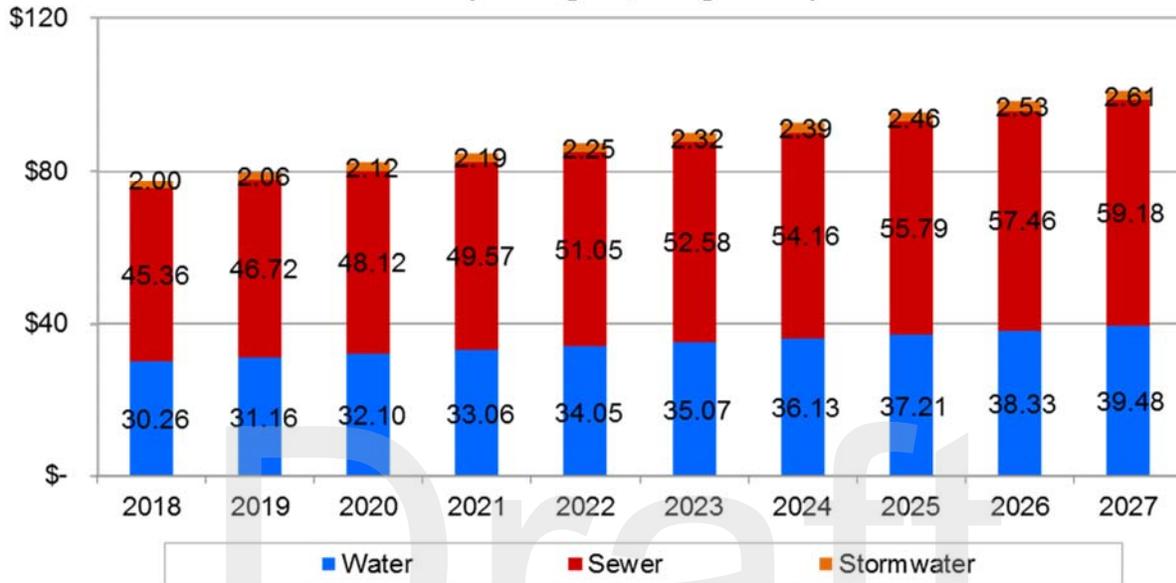
As evidenced by the graphs above, the City's Stormwater rates are insufficient to sustain the existing cash balance. Revenues are not sufficient to cover operating expenses, debt and capital. Scenario 2 rates achieve sufficient cash reserves over the life of the projection.

City of Mayer, Minnesota
Water, Sewer and Stormwater Rate Study
September 6, 2018

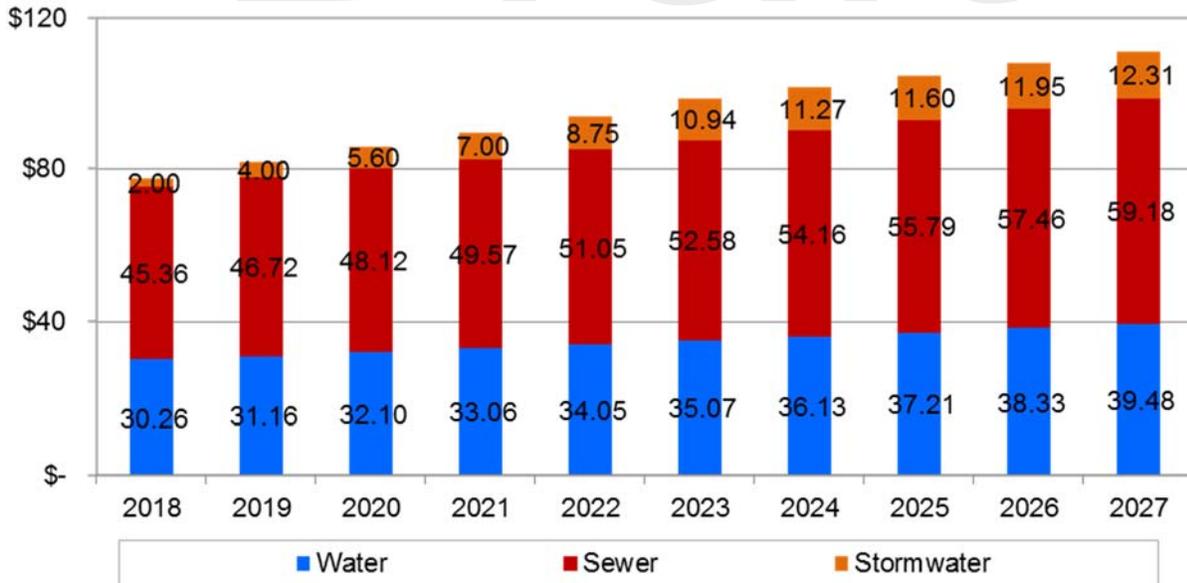
Summary

As evidenced in the discussions above, it appears the City's utility rates are competitive with similar communities. For Sewer and Stormwater an increase in rates will help the utilities achieve sufficient cash flows to meet the targets. For the Water utility, annual inflation increases will provide cash flows sufficient to meet the targets.

Projected Total Residential Monthly Utility Bill Under Current Rates (Average 3,500 gallons)



Projected Total Residential Monthly Utility Bill Under Scenario 2 (Average 3,500 gallons)



SUPPLEMENTARY INFORMATION

CITY OF MAYER
MAYER, MINNESOTA

Draft

City of Mayer, Minnesota
Water Fund
Schedule of Cash Flows - Rates Inflated 3%
For the Years Ending December 31, 2015 Through 2027

	RATE STUDY PROJECTIONS												
	Actual 2015	Actual 2016	Actual 2017	Estimated 2018	Estimated 2019	Estimated 2020	Estimated 2021	Estimated 2022	Estimated 2023	Estimated 2024	Estimated 2025	Estimated 2026	Estimated 2027
Projected Rate Increase					3%	3%	3%	3%	3%	3%	3%	3%	3%
Usage Rates					3%	3%	3%	3%	3%	3%	3%	3%	3%
Fixed					3%	3%	3%	3%	3%	3%	3%	3%	3%
Cash Flows from Operating Activities													
Overall % Increase		15.14%	25.03%	6.67%	25.29%	2.47%	2.48%	2.49%	2.50%	2.52%	2.53%	2.54%	2.55%
Receipts from customers and users	\$ 261,518	\$ 301,120	\$ 376,486	\$ 401,580	\$ 503,153	\$ 515,562	\$ 528,343	\$ 541,508	\$ 555,067	\$ 569,033	\$ 583,419	\$ 598,235	\$ 613,497
Other operating receipts	45,015	45,555	76,277	53,822	55,436	57,099	58,812	60,577	62,394	64,266	66,194	68,179	70,225
Payments to suppliers, contractors and other governments	(71,908)	(113,577)	(81,915)	(103,871)	(106,987)	(110,196)	(113,502)	(116,907)	(120,414)	(124,027)	(127,748)	(131,580)	(135,527)
Payments to employees	(16,155)	(41,085)	(46,616)	(56,244)	(59,056)	(62,009)	(65,109)	(68,365)	(71,783)	(75,372)	(79,141)	(83,098)	(87,253)
Net cash from operating activities	218,470	192,013	324,232	295,287	392,547	400,456	408,544	416,812	425,263	433,900	442,724	451,737	460,941
Cash Flows from Noncapital Financing Activities													
Special assessments received	550	1,420	2,050	-	-	-	-	-	-	-	-	-	-
Transfers in	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
Net cash from noncapital financing activities	550	1,420	2,050	-	-	-	-	-	-	-	-	-	-
Cash Flows from Capital and Related Financing Activities													
Acquisition of capital assets	(163,006)	-	-	-	-	-	(412,000)	(1,339,000)	(350,200)	(350,200)	(350,200)	(350,200)	(350,200)
Intergovernmental receipts	-	-	-	-	-	-	-	-	-	-	-	-	-
Property taxes received	-	-	-	-	-	-	-	-	-	-	-	-	-
Connection fees collected	114,236	169,816	213,207	157,500	162,399	167,298	172,197	177,446	182,695	188,294	193,893	199,842	205,791
Proceeds of bonds issued, net of issuance costs	190,000	-	-	-	-	-	-	1,300,000	-	-	-	-	-
Proceeds of refunding bonds issued	-	-	777,880	-	-	-	-	-	-	-	-	-	-
Payment on refunding bonds	-	-	(777,600)	-	-	-	-	-	-	-	-	-	-
Principal paid on long-term debt	(231,400)	(239,450)	(265,550)	(276,300)	(296,100)	(313,600)	(301,400)	(328,397)	(332,144)	(342,703)	(249,379)	(255,670)	(81,029)
Interest paid on long-term debt	(90,230)	(79,944)	(86,167)	(64,165)	(56,079)	(47,392)	(38,028)	(68,138)	(58,901)	(49,451)	(39,625)	(33,712)	(27,868)
Net cash from capital and related financing activities	(180,400)	(149,578)	(138,230)	(182,965)	(189,780)	(193,694)	(579,231)	(258,089)	(558,550)	(554,060)	(445,311)	(439,740)	(253,306)
Cash Flows from Investing Activities													
Interest received on investments	3,027	1,685	6,314	10,036	11,260	13,400	15,602	14,051	15,779	14,604	13,548	13,658	13,914
Net Increase (Decrease) in Cash and Cash Equivalents	41,647	45,540	194,366	122,358	214,026	220,163	(155,085)	172,774	(117,507)	(105,557)	10,961	25,655	221,550
Cash and Cash Equivalents, January 1	722,094	763,741	809,281	1,003,647	1,126,005	1,340,032	1,560,194	1,405,109	1,577,883	1,460,376	1,354,819	1,365,780	1,391,435
Cash and Cash Equivalents, December 31	\$ 763,741	\$ 809,281	\$ 1,003,647	\$ 1,126,005	\$ 1,340,032	\$ 1,560,194	\$ 1,405,109	\$ 1,577,883	\$ 1,460,376	\$ 1,354,819	\$ 1,365,780	\$ 1,391,435	\$ 1,612,984
Target Cash Reserve	\$ 396,725	\$ 415,983	\$ 420,522	\$ 775,201	\$ 787,094	\$ 768,734	\$ 829,171	\$ 827,143	\$ 831,854	\$ 732,448	\$ 736,721	\$ 560,287	\$ 564,501
Cash in Excess of Reserve	\$ 367,016	\$ 393,299	\$ 583,125	\$ 350,805	\$ 552,937	\$ 791,460	\$ 575,938	\$ 750,740	\$ 628,522	\$ 622,371	\$ 629,059	\$ 831,148	\$ 1,048,483
Average Monthly Bill (3,500 Gallons)				\$ 30.26	\$ 31.16	\$ 32.10	\$ 33.06	\$ 34.05	\$ 35.07	\$ 36.13	\$ 37.21	\$ 38.33	\$ 39.48
Average Percentage Increase					3%	3%	3%	3%	3%	3%	3%	3%	3%
Average Monthly Dollar Increase				\$ 30.26	\$ 0.91	\$ 0.93	\$ 0.96	\$ 0.99	\$ 1.02	\$ 1.05	\$ 1.08	\$ 1.12	\$ 1.15
Average Annual Dollar Increase				\$ 363.06	\$ 10.89	\$ 11.22	\$ 11.56	\$ 11.90	\$ 12.26	\$ 12.63	\$ 13.01	\$ 13.40	\$ 13.80
Five Year Average Capital Expenses				\$ 340,000	\$ 340,000	\$ 340,000	\$ 340,000	\$ 340,000	\$ 340,000	\$ 340,000	\$ 340,000	\$ 340,000	\$ 340,000

City of Mayer, Minnesota
Sewer Fund
Schedule of Cash Flows - Rates Inflated 3%
For the Years Ending December 31, 2015 Through 2027

	Actual 2015	Actual 2016	Actual 2017	Estimated 2018	Estimated 2019	Estimated 2020	Estimated 2021	Estimated 2022	Estimated 2023	Estimated 2024	Estimated 2025	Estimated 2026	Estimated 2027
Projected Rate Increase					3%	3%	3%	3%	3%	3%	3%	3%	3%
Usage Rates					3%	3%	3%	3%	3%	3%	3%	3%	3%
Fixed					3%	3%	3%	3%	3%	3%	3%	3%	3%
Cash Flows from Operating Activities													
Overall % Increase		7.22%	11.00%	6.89%	22.62%	2.52%	2.53%	2.54%	2.55%	2.57%	2.58%	2.59%	2.60%
Receipts from customers and users	\$ 358,610	\$ 384,502	\$ 426,810	\$ 456,237	\$ 559,450	\$ 573,548	\$ 588,069	\$ 603,025	\$ 618,430	\$ 634,297	\$ 650,640	\$ 667,474	\$ 684,812
Other operating receipts	-	-	13	7,232	7,449	7,672	7,903	8,140	8,384	8,635	8,894	9,161	9,436
Payments to suppliers, contractors and other governments	(199,428)	(226,188)	(224,820)	(296,974)	(305,883)	(315,059)	(324,511)	(334,246)	(344,274)	(354,602)	(365,240)	(376,197)	(387,483)
Payments to employees	(16,155)	(41,085)	(46,616)	(56,244)	(59,056)	(62,009)	(65,109)	(68,365)	(71,783)	(75,372)	(79,141)	(83,098)	(87,253)
Net cash from operating activities	143,027	117,229	155,387	110,252	201,960	204,152	206,351	208,553	210,757	212,958	215,154	217,340	219,512
Cash Flows from Noncapital Financing Activities													
Special assessments received	550	1,420	2,330	-	-	-	-	-	-	-	-	-	-
Transfers in	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
Net cash from noncapital financing activities	550	1,420	2,330	-	-	-	-	-	-	-	-	-	-
Cash Flows from Capital and Related Financing Activities													
Acquisition of capital assets	(5,873)	(87,550)	(52,660)	(147,000)	(151,410)	(89,610)	(3,540,110)	(424,360)	(253,380)	(253,380)	(253,380)	(253,380)	(253,380)
Intergovernmental receipts	-	-	-	3,516	3,691	3,876	4,070	4,273	4,487	4,711	4,947	5,194	5,454
Property taxes received**	336,000	309,000	273,000	263,000	253,000	243,000	233,000	223,000	213,000	203,000	193,000	183,000	173,000
Connection fees collected	117,658	173,283	216,836	157,500	162,400	167,300	172,200	177,450	182,700	188,300	193,900	199,850	205,800
Proceeds of bonds issued, net of issuance costs	-	-	-	-	-	-	3,500,000	-	-	-	-	-	-
Proceeds of refunding bonds issued	-	-	2,103,156	-	-	-	-	-	-	-	-	-	-
Payment on refunding bonds	-	-	(2,102,400)	-	-	-	-	-	-	-	-	-	-
Principal paid on long-term debt	(272,600)	(284,550)	(307,450)	(326,700)	(356,900)	(394,400)	(567,783)	(449,328)	(451,493)	(472,083)	(211,802)	(218,156)	(224,700)
Interest paid on long-term debt	(120,927)	(110,910)	(101,428)	(88,059)	(75,592)	(61,931)	(151,784)	(130,955)	(114,920)	(98,541)	(81,381)	(75,027)	(68,483)
Net cash from capital and related financing activities	54,258	(727)	29,054	(137,743)	(164,811)	(131,765)	(350,407)	(599,920)	(419,606)	(427,993)	(154,716)	(158,519)	(162,309)
Cash Flows from Investing Activities													
Interest received on investments	5,233	3,016	9,513	16,748	16,641	17,179	18,075	16,815	13,069	11,111	9,072	9,767	10,453
Net Increase (Decrease) in Cash and Cash Equivalents	203,068	120,938	196,284	(10,743)	53,791	89,566	(125,982)	(374,552)	(195,780)	(203,923)	69,510	68,588	67,656
Cash and Cash Equivalents, January 1	1,154,556	1,357,624	1,478,562	1,674,846	1,664,103	1,717,894	1,807,460	1,681,478	1,306,926	1,111,146	907,223	976,732	1,045,320
Cash and Cash Equivalents, December 31	\$ 1,357,624	\$ 1,478,562	\$ 1,674,846	\$ 1,664,103	\$ 1,717,894	\$ 1,807,460	\$ 1,681,478	\$ 1,306,926	\$ 1,111,146	\$ 907,223	\$ 976,732	\$ 1,045,320	\$ 1,112,976
Target Cash Reserve	\$ 529,097	\$ 544,596	\$ 591,368	\$ 860,961	\$ 890,865	\$ 1,160,377	\$ 1,027,588	\$ 1,020,441	\$ 1,031,611	\$ 761,373	\$ 768,831	\$ 776,551	\$ 784,545
Cash in Excess of Reserve	\$ 828,528	\$ 933,966	\$ 1,083,478	\$ 803,141	\$ 827,029	\$ 647,083	\$ 653,889	\$ 286,485	\$ 79,535	\$ 145,849	\$ 207,902	\$ 268,769	\$ 328,432
Average Monthly Bill (3,500 Gallons)				\$ 45.36	\$ 46.72	\$ 48.12	\$ 49.57	\$ 51.05	\$ 52.58	\$ 54.16	\$ 55.79	\$ 57.46	\$ 59.18
Average Percentage Increase					3%	3%	3%	3%	3%	3%	3%	3%	3%
Average Monthly Dollar Increase				\$ 45.36	\$ 1.36	\$ 1.40	\$ 1.44	\$ 1.49	\$ 1.53	\$ 1.58	\$ 1.62	\$ 1.67	\$ 1.72
Average Annual Dollar Increase				\$ 544.32	\$ 16.33	\$ 16.82	\$ 17.32	\$ 17.84	\$ 18.38	\$ 18.93	\$ 19.50	\$ 20.08	\$ 20.69
Five Year Average Capital Expenses				\$ 246,000	\$ 246,000	\$ 246,000	\$ 246,000	\$ 246,000	\$ 246,000	\$ 246,000	\$ 246,000	\$ 246,000	\$ 246,000

City of Mayer, Minnesota
Storm Fund
Schedule of Cash Flows - Scenario 1 - Current State
For the Years Ending December 31, 2015 Through 2027

	Actual 2015	Actual 2016	Actual 2017	Estimated 2018	Estimated 2019	Estimated 2020	Estimated 2021	Estimated 2022	Estimated 2023	Estimated 2024	Estimated 2025	Estimated 2026	Estimated 2027
Projected Rate Increase					3%	3%	3%	3%	3%	3%	3%	3%	3%
Usage Rates					3%	3%	3%	3%	3%	3%	3%	3%	3%
Fixed					3%	3%	3%	3%	3%	3%	3%	3%	3%
Cash Flows from Operating Activities													
Overall % Increase		1.38%	1.34%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Receipts from customers and users	\$ 19,673	\$ 19,945	\$ 20,213	\$ 20,819	\$ 21,444	\$ 22,087	\$ 22,750	\$ 23,432	\$ 24,135	\$ 24,859	\$ 25,605	\$ 26,373	\$ 27,165
Other operating receipts	-	-	-	346	356	367	378	389	401	413	425	438	451
Payments to suppliers, contractors and other governments	(6,762)	(11,913)	(5,995)	(6,658)	(6,857)	(7,063)	(7,275)	(7,493)	(7,718)	(7,949)	(8,188)	(8,434)	(8,687)
Payments to employees	-	-	-	-	-	-	-	-	-	-	-	-	-
Net cash from operating activities	12,911	8,032	14,218	14,507	14,943	15,391	15,853	16,328	16,818	17,323	17,842	18,378	18,929
Cash Flows from Noncapital Financing Activities													
Special assessments received	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in	92,931	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
Net cash from noncapital financing activities	92,931	-	-	-	-	-	-	-	-	-	-	-	-
Cash Flows from Capital and Related Financing Activities													
Acquisition of capital assets	(28,309)	(160,742)	(110,791)	(50,000)	(206,000)	(206,000)	(206,000)	(206,000)	(175,100)	(175,100)	(175,100)	(175,100)	(175,100)
Intergovernmental receipts	-	25,000	-	-	-	-	-	-	-	-	-	-	-
Property taxes received	-	-	-	-	-	-	-	-	-	-	-	-	-
Connection fees collected	2,901	27,701	57,743	-	-	-	-	-	-	-	-	-	-
Proceeds of bonds issued, net of issuance costs	-	-	-	-	200,000	200,000	200,000	200,000	-	-	-	-	-
Proceeds of refunding bonds issued	-	-	-	-	-	-	-	-	-	-	-	-	-
Payment on refunding bonds	-	-	-	-	-	-	-	-	-	-	-	-	-
Principal paid on long-term debt	-	-	-	-	(10,753)	(21,829)	(33,237)	(44,987)	(46,337)	(47,727)	(49,159)	(50,634)	(52,153)
Interest paid on long-term debt	-	-	-	-	(6,000)	(11,677)	(17,022)	(22,025)	(20,675)	(19,285)	(17,853)	(16,378)	(14,859)
Net cash from capital and related financing activities	(25,408)	(108,041)	(53,048)	(50,000)	(22,753)	(39,506)	(56,259)	(73,012)	(242,112)	(242,112)	(242,112)	(242,112)	(242,112)
Cash Flows from Investing Activities													
Interest received on investments	588	144	268	329	-	-	-	-	-	-	-	-	-
Net Increase (Decrease) in Cash and Cash Equivalents	81,022	(99,865)	(38,562)	(35,164)	(7,810)	(24,115)	(40,406)	(56,684)	(225,294)	(224,789)	(224,270)	(223,734)	(223,183)
Cash and Cash Equivalents, January 1	90,310	171,332	71,467	32,905	(2,259)	(10,069)	(34,184)	(74,590)	(131,274)	(356,568)	(581,358)	(805,627)	(1,029,362)
Cash and Cash Equivalents, December 31	\$ 171,332	\$ 71,467	\$ 32,905	\$ (2,259)	\$ (10,069)	\$ (34,184)	\$ (74,590)	\$ (131,274)	\$ (356,568)	\$ (581,358)	\$ (805,627)	\$ (1,029,362)	\$ (1,252,545)
Target Cash Reserve	\$ 5,957	\$ 2,998	\$ 3,329	\$ 190,182	\$ 207,037	\$ 223,896	\$ 240,759	\$ 240,871	\$ 240,987	\$ 241,106	\$ 241,229	\$ 241,355	\$ 241,486
Cash in Excess of Reserve	\$ 165,376	\$ 68,470	\$ 29,576	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Average Monthly Bill				\$ 2.00	\$ 2.06	\$ 2.12	\$ 2.19	\$ 2.25	\$ 2.32	\$ 2.39	\$ 2.46	\$ 2.53	\$ 2.61
Average Percentage Increase					3%	3%	3%	3%	3%	3%	3%	3%	3%
Average Monthly Dollar Increase				\$ 2.00	\$ 0.06	\$ 0.06	\$ 0.06	\$ 0.07	\$ 0.07	\$ 0.07	\$ 0.07	\$ 0.07	\$ 0.08
Average Annual Dollar Increase				\$ 24.00	\$ 0.72	\$ 0.74	\$ 0.76	\$ 0.79	\$ 0.81	\$ 0.83	\$ 0.86	\$ 0.89	\$ 0.91
Five Year Average Capital Expenses				\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000

City of Mayer, Minnesota
Storm Fund
Schedule of Cash Flows - Storm - Scenario 2 - Increase Spread Over Several Periods to Achieve Target
For the Years Ending December 31, 2015 Through 2027

	Actual	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated
	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Projected Rate Increase					100%	40%	25%	25%	25%	3%	3%	3%	3%
Fixed					100%	40%	25%	25%	25%	3%	3%	3%	3%
Cash Flows from Operating Activities													
Overall % Increase		1.38%	1.34%	7.93%	510.37%	13.11%	10.14%	11.51%	12.90%	1.71%	1.74%	1.76%	1.78%
Receipts from customers and users	\$ 19,673	\$ 19,945	\$ 20,213	\$ 21,816	\$ 133,158	\$ 150,611	\$ 165,882	\$ 184,971	\$ 208,832	\$ 212,411	\$ 216,098	\$ 219,895	\$ 223,806
Other operating receipts	-	-	-	346	356	367	378	389	401	413	425	438	451
Payments to suppliers, contractors and other governments	(6,762)	(11,913)	(5,995)	(6,658)	(6,857)	(7,063)	(7,275)	(7,493)	(7,718)	(7,949)	(8,188)	(8,434)	(8,687)
Payments to employees	-	-	-	-	-	-	-	-	-	-	-	-	-
Net cash from operating activities	12,911	8,032	14,218	15,504	126,657	143,914	158,985	177,867	201,515	204,874	208,335	211,899	215,570
Cash Flows from Noncapital Financing Activities													
Special assessments received	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in	92,931	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
Net cash from noncapital financing activities	92,931	-	-	-	-	-	-	-	-	-	-	-	-
Cash Flows from Capital and Related Financing Activities													
Acquisition of capital assets	(28,309)	(160,742)	(110,791)	(50,000)	(206,000)	(206,000)	(206,000)	(206,000)	(175,100)	(175,100)	(175,100)	(175,100)	(175,100)
Intergovernmental receipts	-	25,000	-	-	-	-	-	-	-	-	-	-	-
Property taxes received	-	-	-	-	-	-	-	-	-	-	-	-	-
Connection fees collected	2,901	27,701	57,743	-	-	-	-	-	-	-	-	-	-
Proceeds of bonds issued, net of issuance costs	-	-	-	-	200,000	200,000	200,000	200,000	-	-	-	-	-
Proceeds of refunding bonds issued	-	-	-	-	-	-	-	-	-	-	-	-	-
Payment on refunding bonds	-	-	-	-	-	-	-	-	-	-	-	-	-
Principal paid on long-term debt	-	-	-	-	(10,753)	(21,829)	(33,237)	(44,987)	(46,337)	(47,727)	(49,159)	(50,634)	(52,153)
Interest paid on long-term debt	-	-	-	-	(6,000)	(11,677)	(17,022)	(22,025)	(20,675)	(19,285)	(17,853)	(16,378)	(14,859)
Net cash from capital and related financing activities	(25,408)	(108,041)	(53,048)	(50,000)	(22,753)	(39,506)	(56,259)	(73,012)	(242,112)	(242,112)	(242,112)	(242,112)	(242,112)
Cash Flows from Investing Activities													
Interest received on investments	588	144	268	329	-	1,026	2,081	3,129	4,209	3,845	3,511	3,208	2,938
Net Increase (Decrease) in Cash and Cash Equivalents	81,022	(99,865)	(38,562)	(34,167)	103,904	105,435	104,806	107,983	(36,389)	(33,393)	(30,266)	(27,005)	(23,603)
Cash and Cash Equivalents, January 1	90,310	171,332	71,467	32,905	(1,262)	102,642	208,076	312,883	420,866	384,478	351,085	320,818	293,814
Cash and Cash Equivalents, December 31	\$ 171,332	\$ 71,467	\$ 32,905	\$ (1,262)	\$ 102,642	\$ 208,076	\$ 312,883	\$ 420,866	\$ 384,478	\$ 351,085	\$ 320,818	\$ 293,814	\$ 270,210
Target Cash Reserve	\$ 5,957	\$ 2,998	\$ 3,329	\$ 190,182	\$ 207,037	\$ 223,896	\$ 240,759	\$ 240,871	\$ 240,987	\$ 241,106	\$ 241,229	\$ 241,355	\$ 241,486
Cash in Excess of Reserve	\$ 165,376	\$ 68,470	\$ 29,576	\$ -	\$ -	\$ -	\$ 72,124	\$ 179,995	\$ 143,491	\$ 109,979	\$ 79,590	\$ 52,459	\$ 28,725
Average Monthly Bill				\$ 2.00	\$ 4.00	\$ 5.60	\$ 7.00	\$ 8.75	\$ 10.94	\$ 11.27	\$ 11.60	\$ 11.95	\$ 12.31
Average Percentage Increase					100%	40%	25%	25%	25%	3%	3%	3%	3%
Average Monthly Dollar Increase				\$ 2.00	\$ 2.00	\$ 1.60	\$ 1.40	\$ 1.75	\$ 2.19	\$ 0.33	\$ 0.34	\$ 0.35	\$ 0.36
Average Annual Dollar Increase				\$ 24.00	\$ 24.00	\$ 19.20	\$ 16.80	\$ 21.00	\$ 26.25	\$ 3.94	\$ 4.06	\$ 4.18	\$ 4.30
Five Year Average Capital Expenses				\$ 170,000									



Memorandum

Item: Employee Benefits

Meeting Date: September 10, 2018

Presented By: Margaret McCallum, City Administrator

Details:

The City Council has directed staff to look into the overall employee benefit package to be more competitive. The Personnel Committee has reviewed the benefits over the past several months.

Current Employee Benefits:

Health Insurance - \$800.00 towards premium for individual and/or family

Life Insurance – \$100% for first \$15,000.00

Dental Insurance – 100% for employee premium

Proposed Changes:

Add Long-Term Disability

Add Short-Term Disability

Changing Health/Dental Insurance formula (High Deductible Plan with H.S.A. Account).

Wage and Benefit Disbursement:

Administrator -	Administrative Wages (General Fund)
City Clerk –	Administrative Wages (General Fund) – 34%
	Water Fund – 33%
	Sewer Fund – 33%
Public Works (2)	Streets – 25%
	Parks – 25%
	Water – 25%
	Sewer – 25%

General Fund Impact:

Switching to a health premium and dental premium percentage (between 80% and 100%) would result in an \$8,000 - \$13,000 increase in a proposed preliminary general budget of a \$1,208,409 (With Capital) or \$1,098,409 (Without Capital).

Last year's tax rate was 50.61%.

The current proposed 2019 preliminary tax rate is 49.8% (With Capital) or 43.9% (Without Capital).

Enterprise Fund Impact:

Based on a closer review there would be an increase in wages and benefits of about \$24,147.00 for both water and sewer. This is mainly due to an error in the 2018 increase calculation for enterprise wages. \$15,000 of the \$24,147.00 needs to increase regardless due to the error. Therefore \$9,147.00 would be the actual increase number for proposed benefit changes.

Other areas should remain relatively the same, except debt service principal and interest will see an increase. While still in the preliminary budget planning stages, for a 2018 enterprise budget of around \$1,320,813.00, the preliminary budget is looking to show an increase of around \$1,412,500 or \$91,687.00 (\$48,294 of which would be wage and benefit changes).

Attachments:

Benefit Spreadsheet with proposed changes and budget impacts.

CURRENT BUDGET		Per Month	Per Year	Increase %	Increase #
Health	\$800 X 4	\$3,200.00			
Dental	\$50 x 4	\$200.00			
Life	\$3 x 4	\$12.00			
STD & LTD	\$0 x 4	\$0.00			
		\$3,412.00	\$40,944.00	0%	0
\$1000 BUDGET					
Health	\$1000 X 4	\$4,000.00			
Dental	\$50 x 4	\$200.00			
Life	\$3 x 4	\$12.00			
STD & LTD	\$0 x 4	\$0.00			
		\$4,212.00	\$50,544.00	23%	9,600.00
PROPOSED BUDGET - 80%					
Health		\$4,187.00			
Dental		\$440.00			
Life		\$12.00			
STD & LTD		\$160.00			
		\$4,799.00	\$57,588.00	41%	16,644.00
PROPOSED BUDGET - 90%					
Health		\$4,401.00			
Dental		\$470.00			
Life		\$12.00			
STD & LTD		\$160.00			
		\$5,043.00	\$60,516.00	48%	19,572.00
PROPOSED BUDGET -					

100%				
Health	\$4,615.00			
Dental	\$500.00			
Life	\$12.00			
STD & LTD	\$160.00			
	\$5,287.00	\$63,444.00	55%	\$22,500.00

CITY OF MAYER
RESOLUTION 9-10-18-28
BENEFITS

WHEREAS, the City of Mayer provides benefits to qualified employees in the form of paid leave and/or insurance coverage.

WHEREAS, the personnel policy of the City of Mayer states that the city will contribute a monthly amount toward group health, dental and life insurance benefits for each employee and his/her dependents.

WHEREAS, the City currently offers health insurance, dental insurance and life insurance (up to \$15,000).

WHEREAS, the current contribution is \$800.00 per month per employee and their family.

WHEREAS, the difference between the actual cost of the coverage and the City's contribution is deducted from the employee's paycheck.

WHEREAS, the City of Mayer will continue to offer life insurance and pay 100% for the first \$15,000. The employee has the ability to pay for anything above the \$15,000.

WHEREAS, the City of Mayer will add Short-Term Disability and Long-Term Disability coverage to qualified employees and cover the premium 100%.

WHEREAS, the City of Mayer will switch to a High Deductible Health Insurance Plan with a Health Saving Account of which the City will pay 100% of the premium for employees and ___% for family. The City of Mayer will also contribute a yearly determined contribution towards the employee's H.S.A.

WHEREAS, the City of Mayer will select a Dental Plan in which the City will pay 100% of the premium for the employee and ___% of the premium for family.

NOW THEREFORE BE IT RESOLVED, that the City of Mayer City Council approves the changes to benefits offered to City Employees.

Adopted by the City Council of the City of Mayer, Minnesota, this 10th day of September, 2018.

Mike Dodge, Mayor

Margaret McCallum, City Administrator



Coldwater Crossing 8th Addition Preliminary Plat & PUD

APPLICATION DATA

Meeting Date: September 10, 2018

Applicant/Owners Coldwater X, LLC - Attn: Jude Lague

Address/Location: Located north of the existing Coldwater Crossing Development

Parcel Id Number

& Legal Description:	<u>PID #</u>	<u>Legal Description</u>
	50.12504.40	Outlot A, Coldwater Crossing.
	50.12504.60	Outlot C, Coldwater Crossing.
	50.12602.60	Outlot A, Coldwater Crossing 2nd Addition.
	50.13004.40	Outlot A, Coldwater Crossing 6th Addition.
		The vacated Park Point as dedicated on the plat of COLDWATER CROSSING 2ND ADDITION.

BACKGROUND DATA

Action

Requested: Approval of a preliminary planned unit development (PUD) plan and 96 lot preliminary plat to be known as Coldwater Crossing 8th Addition.

Background:

This property was originally preliminary platted approximately fifteen years ago. Since that time the preliminary plat has expired and no extension was asked for. The original developer lost the property to the bank who then sold the property to the current owner. The new recently submitted a new preliminary plat and PUD for twenty-eight single family lots based on the same plan as was previously approved. That plat was called Coldwater Crossing 7th Addition. At this time the developer is now submitting a new preliminary plat and PUD for four of the remaining outlots in the north and northeastern portion of the development. This preliminary plat is similar but not exactly the same as the original preliminary plat due to changes requested by the City for street access to 7th Street NW.

The developer is using the same lot size guidelines as the original preliminary plat however and a large portion of this site is rough graded and ready for streets and utilities. Because of this the developer is requesting the PUD to allow for lots that do not meet the current R-1 Low Density Residential District, but do meet the size requirements of the original preliminary plat. This is the same process that Coldwater Crossing 7th Addition went through. The minimum lot size in the R-1 district is 10,000 square feet and 85 feet wide while the proposed preliminary plat minimum lot size is 10,000 square feet and 75 feet wide at the front setback line. Staff does support the request to allow for narrower lots since the land is rough graded already and for the most part matches the original preliminary plat approval. Also as part of the PUD, staff has worked with the developer on open space dedication and trail locations as well as the street connection to 7th Street NW. The remainder of the Coldwater Crossing neighborhood was developed with the same lot sizes and widths as well.

The preliminary plat itself consists of 96 lots and 7 outlots on a total of 2,422,371.6 square feet or 55.61 acres. Outlots A, B, C, E, F & G would be proposed to be deeded to the City for stormwater or open space purposes while outlot D would be retained by the developer for potential future development. The applicant also owns Outlot C, Coldwater Crossing 7th Addition. This is a 52 acre outlot that is also proposed for future development to the west of this plat. A preliminary plat will also be needed for that property sometime in the future. The

applicant is proposing to final plat 31 of the 96 lots into Coldwater Crossing 8th Addition. In the original plat of this area, there were only 81 lots proposed. With the reconfiguration of the street connection to 7th Street NW and finalization of the floodplain boundaries recently (which was reduced in size), the applicant was able to add 15 lots and still meet the original lot size requirement of the original preliminary plat.

Street access will come from four different points for this plat. River Bend Trail will continue into the project and loop back around to Coldwater Crossing, which is the second entrance. The third point of access is located off of Coldwater Crossing further to the west and this road will loop back to River Bend Trail. 7th Street NW will also extend into the property from the northeast corner and connect to River Bend Trail and another road will extend north off of River Bend Trail to the north that will eventually stub to the north property line to serve a piece of land located in Hollywood Township. Street names have not been provided yet and will be required on the final plat.

Of the lots proposed, there is a mixture of full basement walkouts, full basement lookouts and split entry walkouts. The lots on the south side of River Bend Trail back up to a stormwater pond and it has been requested by engineering that access to this stormwater pond in the form of property is deeded to the City instead of a easement over the lot itself, as has been done in the past. The revised plans do not show deeded access, so this will have to be addressed by engineering.

At the September 4, 2018 Planning Commission meeting, the Planning Commission voted 6-0 to approve the preliminary PUD plan and voted 6-0 to approve the preliminary plat of Coldwater Crossing 8th Addition with three changes to the conditions that were included. Those changes involved changing number 14 to state all stormwater ponds will need to have access from either a outlot or easement, adding a new condition number 21 regarding the future trail location on Outlot C, Coldwater Crossing that is not part of this preliminary plat and a new condition number 22 requiring a driveway over outlot D in favor of the house located to the north of 7th Street NW in Hollywood Township.

Zoning & PUD: The property is currently zoned R-1 Low Density Residential and the lot standards and requirements are as follows.

Minimum lot size:	10,000 square feet
Minimum lot width:	85 feet
Maximum density:	3 units per acre
Front yard setback:	30 feet
Side yard setback:	10 feet
Side yard setback corner lot:	30 feet
Rear yard setback:	30 feet
Maximum height:	30 feet
Lot coverage:	35%

The applicant has proposed the minimum lot sizes to be a minimum 10,000 square feet (the smallest proposed lot is 9,333 square feet which does not meet the R-1 standards and the largest lot is 25,179 square feet) and the minimum lot width to be 75 feet wide at the building setback line. The only proposed lot requirements or standards that do not comply with the R-1 district are the minimum lot widths. For this reason the applicant is proposing to rezone the property to PUD. The lot that is 9,333 square feet is smaller than the minimum size required of 10,000 square feet and will have to be adjusted in size. This is the only lot that does not meet the minimum size of 10,000 square feet. All lots meet the 75 foot lot width. Single-family PUD's shall be subject to the following limitations when modifying the lot size and width of the lots.

(a) *The minimum lot size and lot width, as required in the underlying zoning district, may be reduced by up to twenty-five percent (25%) provided that an area, in addition to conventional park dedication requirements, in the amount of eight percent (8%) of the*

total site area, shall be preserved for common open space and held in common ownership or dedicated for public use provided the City Council finds the open space is set aside for the following:

- 1. Common useable open space comprising landscaping and facilities such as but not limited to play areas, trails, picnic tables and benches;*
- 2. Areas containing significant trees as defined by the city;*
- 3. Other non-critical areas, the preservation or creation of which promote one or more goals and/or policies of the Comprehensive Plan;*

As mentioned earlier, the developer is dedicating six of the seven outlots to the City for open space and stormwater ponding purposes. the total acreage of these outlots is 17.221 acres, well above the 8% requirement of 4.449 acres.

The submittal requirements for the preliminary PUD plan are listed below.

- (1) The applicant shall file with the city a preliminary PUD plan (seven large scale copies and fifteen 11 X 17 copies), which includes the following:*
 - (a) A legal description of the property proposed to be developed;*
 - (b) A map of the subject property and surrounding area determined by the city to be relevant for comprehensive planning, environmental assessment or zoning review purposes, which shall depict comprehensive plan designations, zoning classifications and existing land uses and utility mains/urban facilities including parks and streets;*
 - (c) A proposed site plan for the subject property depicting the following:*
 - 1. Topography at two-foot contours.*
 - 2. Individual trees over eight (8) inches in trunk diameter measured four (4) feet above the base of the trunk in areas to be developed or otherwise disturbed;*
 - 3. Designated placement, location, and principal dimensions of lots, buildings, streets, parking areas, recreation areas and other open space, landscaping areas and utilities;*
 - 4. If the developer owns or otherwise controls property adjacent to the proposed development, a conceptual plan for such property demonstrating that it can be developed in a compatible manner with the proposed development;*
 - (d) A conceptual landscape plan showing existing and proposed landscaping including groundcover, shrubbery and tree species;*
 - (e) Drawing and/or text showing scale, bulk and architectural character of proposed structures;*
 - (f) For single-family PUD's, a conceptual drawing depicting the number and location of lots which would be allowed if no regulations were modified;*
 - (g) Special features including but not limited to critical areas and sites or structures of historic significance;*
 - (h) Text describing conditions or features which cannot be adequately displayed on maps or drawings;*

- (i) *A narrative stating how the proposed development complies with the goals and policies of the Comprehensive Plan;*
- (j) *A narrative stating how the proposed plan impacts adjacent property owners;*
- (k) *A narrative describing the public benefit of the proposed PUD;*
- (l) *A narrative describing proposed operation/maintenance of the development including open areas, stormwater features and recreational facilities resulting from the subdivision;*
- (m) *If applicable, draft conditions, covenants and restrictions and other documents relating to operation and maintenance of the development, including all of its open areas and recreational facilities;*
- (n) *Information normally required within the underlying zoning classification relating to site plan review;*
- (o) *Other information required by the city.*

PUD's also have criteria for approval. Preliminary PUD approval shall be granted by the City only if the applicant demonstrates that:

- (a) *The proposed project shall not be detrimental to present and potential surrounding land use.*
- (b) *Land surrounding the proposed development can be planned in coordination with the proposed development and can be developed so as to be mutually compatible.*
- (c) *Streets and sidewalks, existing and proposed, are suitable and adequate to carry anticipated traffic within the proposed project and in the vicinity of the proposed project, in light of the criteria set forth in Title XV: Land Usage, Chapter 151 Subdivisions of the Municipal code of the City of Mayer and the Comprehensive Plan.*
- (d) *Services including potable water, sanitary sewer and storm drainage are available or can be provided by the development prior to occupancy.*
- (e) *Each phase of the proposed development, as it is planned to be completed, contains the required parking spaces, recreation spaces, landscape and utility areas necessary for creating and sustaining a desirable and stable environment.*
- (f) *The project conforms with the purposes and standards prescribed in this zoning ordinance.*
- (g) *The project conforms to the Comprehensive Plan.*

All of the lots will be required to meet the setback and lot coverage requirements as listed in the R-1 district.

Future Land Use: The future land use map guides this property for low density residential, which is what is being proposed with this development.

Density: The entire site, excluding outlot D, consists of 55.286 acres, of which 5.94 acres are wet, leaving 49.346 acres. Ninety-six lots are proposed so a net density of 1.95 units per acre is proposed.

Comments

Received: No comments have been received at the time of this memo.

Park Dedication: No parkland dedication will be required with this plat since all parkland dedication requirements have been previously satisfied with the prior phases of the original Coldwater Crossing development.

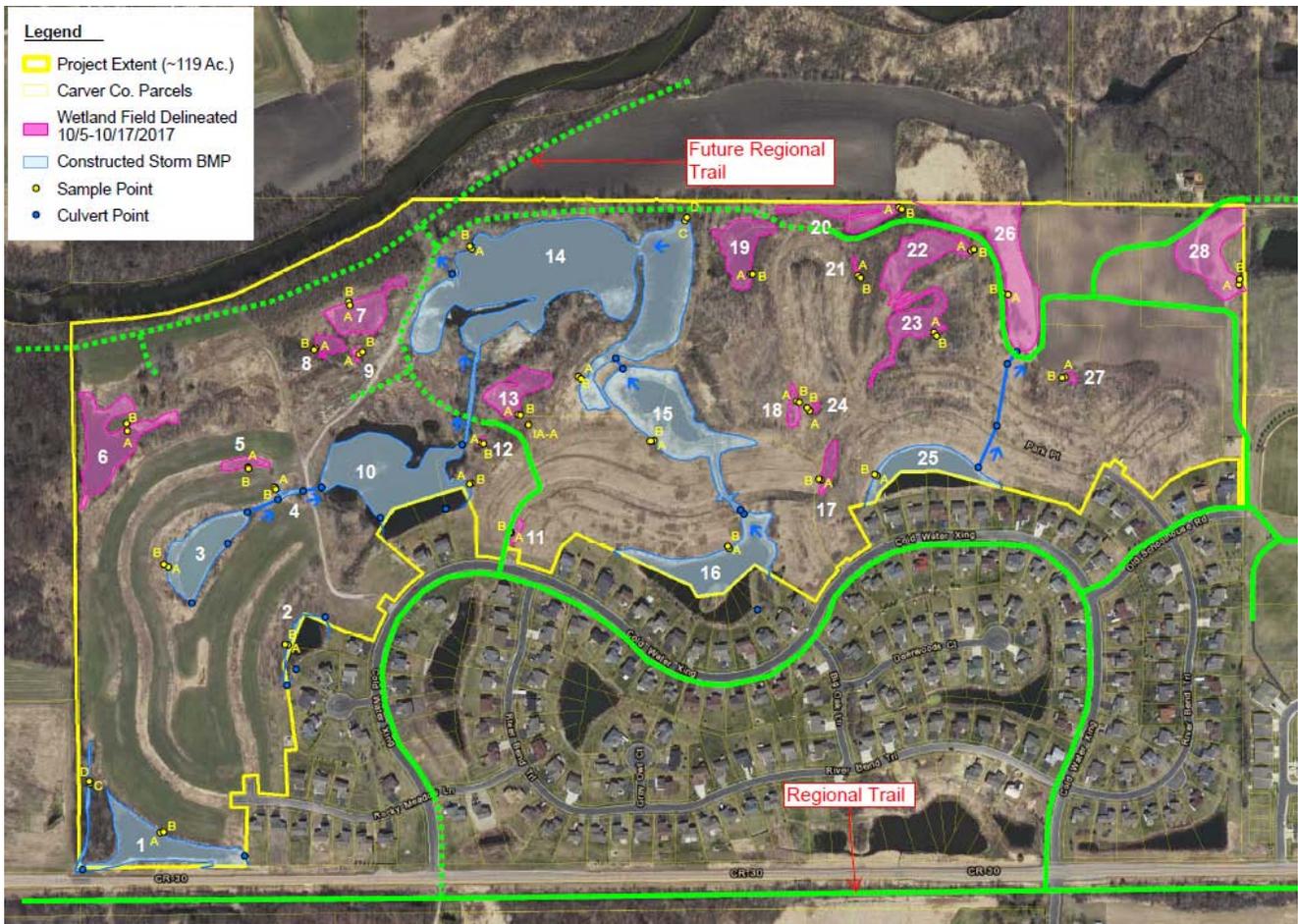
Landscaping: Under a PUD, at a minimum, the landscaping shall follow the respective land-use guidelines. In other words, if the PUD contains uses consistent with R-1 district, the landscaping requirements applicable to that districts shall apply to the PUD. In the case of the R-1 district, each lot shall have two over-story trees per street frontage, located in the front yard, and when required, the side-street yard. However, additional landscape requirements may be requested at the discretion of the Planning Commission and City Council.

Sidewalks & Trails:

The applicant shall be required to construct a five foot wide concrete sidewalk along all streets except for the two proposed cul-de-sacs and the northeast portion of 7th Street NW north of the trail crossing. Sidewalk is to be located on the north side of Road 1 from Coldwater Crossing to River Bend Trail, the north & west side of River Bend Trail, the west side of Road 5, the west side of 7th Street NW south of the trail crossing. The sidewalk on the north side of River Bend Trail is also proposed to extend across the side yard of an existing lot located in the northeast corner of Old School House Road and River Bend Trail. A house is located on this lot and the yard has been established. This sidewalk connection is important since it connects the entire eastern portion of this development to the existing trail located on Old School House Road that connects to Old School House Park. All of the sidewalk locations are ok with staff except that staff would recommend to change the sidewalk on the west side of Road 1 between Coldwater Crossing and the trail access to Outlot A so a connection can be made to the trail system to the trail on Coldwater Crossing.

In addition to the sidewalks, a trail connection is proposed from Old School House Park on the east side of the plat that will run north along the lift station and connect into the plat and run west across 7th Street NW. This trail will run west and push north and eventually connect to Road 5. From that point it shows that the trail will turn south and connect to Road 1 at some point in the future. While staff likes the connection point to Road 1, staff is requesting that the trail continue to run west along the north side of Outlot C, Coldwater Crossing 7th Addition (owned by the developer but not part of this plat) to eventually connect with the future regional trail that is planned along the river. This trail can also loop around the large wetland complex and eventually connect to Road 1. It is also recommended that the trail then follow the west side of Road 1 to the intersection of Coldwater Crossing to connect to the existing trail there. The section of the trail running in Outlot C, Coldwater Crossing 7th Addition that would run along the north edge of the plat and circle back to Road 1 would not need to be built at this time since that property would not be part of the plat. If any part of the trail is built on property not being deeded to the City, a trail easement in favor of the City would be needed. Also if any part of the trail impacts a wetland, then either that needs to be approved through the wetland permitting process or the wetland needs to be exempted.

The following map shows the existing trails in the area and the proposed trails in the development as staff has suggested as well as the future trails to the west of the development in future phases of Coldwater Crossing.



Utilities: Utilities are stubbed to the site where the street extensions are to take place. The City Engineer will review the proposed utilities and the applicant will be required to satisfy any comments or conditions that may arise in regards to the utilities. Electric, gas, phone and cable will also be required to be extended throughout the development. A streetlight plan will also be needed as part of the final plat approval.

ROW Width: The right of way for all the streets is proposed to be at fifty feet wide, which is ten feet narrower than the sixty foot wide requirement in the subdivision ordinance. 7th Street NW is proposed to be sixty feet since this street is looked at as a minor collector street, which normally require seventy feet of right of way width. In the case of the local streets that are proposed with a fifty foot right of way, they are matching the existing street right of way in this area since that is how the original development was planned. In the case of 7th Street NW, it is looked at as a minor collector due to the importance of connecting this corner of the plat with the existing street system. Since there are multiple lots proposed with driveway frontage on this street staff has suggested that a sixty foot right of way is sufficient for this street. As part of approval of the PUD the right of way widths will be reduced as proposed.

Street Vacation: As part of this approval process, a street vacation has been requested for a future stub street to be known as Park Point. In the original preliminary plat it was expected that a street would be extended from this location. With the new layout now extending 7th Street to the northeast corner of the property, the street access point was shifted to the west. The street vacation will take a public hearing and will be held at the City Council meeting at the time of final plat of this area. Staff supports the street vacation and along with the street vacation the street, curb and gutter that is in this area will be removed and replaced with new curb along this area.

Wetlands: The Coldwater Crossing project did have outstanding wetland issues associated with it and as part of the Coldwater Crossing 7th Addition these items were resolved.

A condition of approval for Coldwater Crossing 7th Addition was that when a preliminary plat for Coldwater Crossing 8th Addition was submitted, a wetland delineation for the entire remaining undeveloped property in Coldwater Crossing was to be required. As part of this submittal, a wetland delineation was completed for this area. As part of this delineation 28 wetlands were delineated and at this time these boundaries are being verified. It is expected that some of these wetlands will be incidental and exempt since they were created as part of the original grading of Coldwater Crossing. There are also some impacts shown in some of the wetlands. A few of these impacts may be exempt due to previous grading but it appears two impacts will need to be mitigated for or credits will need to be purchased if the impacts are approved. One impact is to wetland 28 in the very northeastern corner of the property to allow for 7th Street NW to be extended to the property line. It appears this impact could be minimized but any impact here would have to go through the Minnesota Wetland Conservation Act review process. The other impact proposed is for the trail connection to Road 5. In this case the trail is located in a wetland. It is possible that the trail could be moved to the south to miss the wetland but that would mean the loss of a lot.

In addition to approval the Minnesota Wetland Conservation Act, review and approval will also be needed by the Army Corp of Engineers. It would first need to be determined what wetlands are under Army Corp approval and if any of those wetlands are to be impacted. Prior to Final plat approval by the City Council, wetland approvals will be required from both the Army Corp and through the Minnesota Wetland Conservation Act.

Easement: There is a 16.5 foot wide easement on the north boundary of the plat. This easement was shown on the final plat for Coldwater Crossing across Outlots A & C and on the final plat for Coldwater Crossing 2nd Addition across Outlot A. The preliminary plat shows a storm water pipe in this area as well as ponding in this area. It will have to be determined what this easement is for and who it is in favor of. If it is determined the easement can be vacated, the easement will need to be vacated as a condition of the final plat approval.

Floodplain: There is floodplain that is located throughout this plat. It is also proposed that areas of the floodplain will need to be filled as part of this plat. Due to fills being proposed a Letter of Map Amendment (LOMA) will be needed prior to final plat approval by the City Council. This means the applicant will have to show that they are replacing the filled areas with other areas for floodplain storage. In order to accomplish that the grading plan will need to indicate this to the satisfaction of the City Engineer

Shoreland Overlay: The shoreland overlay area for the South Fork of the Crow River does not encroach into this plat so shoreland rules does not apply.

Signage: No monument signs are proposed with this plat, but if the applicant wanted to add a sign or use marketing signs it would have to meet the requirements of sections 152.120 through 152.133 of the zoning ordinance.

City Engineer Review: The City Engineer has reviewed the preliminary plat and related documents, which includes a grading plan, utility plan, stormwater management, etc. and has provided comments in a letter dated August 29, 2018. Any comments or requirements in that letter will need to be satisfied by the applicant and be a condition of approval.

Association: At this time the applicant does not plan to create an association and no covenants have been submitted for review. If the applicant proposes to establish covenants, a copy should

be provided to the City for review and for the file. Covenants are not enforced by the City, but instead would need to be enforced by the owners of the lots within the plat.

Mailboxes: The applicant will be required to place clusters of mailboxes throughout the development as required by the post office. Individual mailboxes are no longer allowed in new residential developments per the post office. A cluster mailbox plan will be required to be submitted to the City for review with the final plat.

CONDITIONS

Preliminary PUD Plan

If approval of the preliminary PUD plan is granted by the City Council, the following conditions are proposed to be included with the approval. The conditions listed below may be subject to modification depending upon the outcome at the City Council meeting.

1. Final Planned Unit Development Plan Submittal. Within twelve months following the approval of the preliminary planned unit development plan, the applicant shall file the final planned unit development conforming to the approved preliminary planned unit development.
2. Final Planned Unit Development Plan Extension of Time. For good cause shown, the City, at its discretion, may grant an extension of time of one year for filing the final PUD and required accompanying papers, and may grant additional one year extensions; provided, however, the City shall have the right to reexamine and update any conditions made to mitigate development impact.
3. Termination of Preliminary Planned Unit Development Plan. In the event the final planned unit development or any required application and materials are not filed within twelve months following approval of a preliminary planned unit development, the approval of the preliminary planned unit development shall lapse and the approval shall be deemed null and void and without force or effect, unless a extension of time has been granted by the City.
4. Lot Sizes. The sizes of the lots in Coldwater Crossing 7th Addition shall meet the lot size requirements and setback requirements of the R-1 Low Density Residential District, except the lot width shall be a minimum of seventy-five feet wide.
5. Right of way Width. The streets right of way width shall be fifty feet wide for all streets except that the right of way width for 7th Street NW shall be sixty feet wide.

Preliminary Plat

If approval of the preliminary plat is granted by the City Council, the following conditions are proposed to be included with the approval. The conditions listed below may be subject to modification depending upon the outcome at the City Council meeting.

1. Engineer's Comments. The preliminary plat and related documents shall be reviewed by the City Engineer and the preliminary plat shall satisfactorily address any comments and conditions as required by the City Engineer.
2. Park Dedication. There shall be no required park dedication with this plat.
3. Sidewalks. The applicant shall be required to construct a five foot wide concrete sidewalk to City specifications along the west and north side of Road 1 except the portion between the trail access to Outlot A and Coldwater Crossing, along the west side of Road 5, along the west and north side of River Bend Trail extending all the way to the intersection of Schoolhouse Road and along the west side of 7th Street NE from River Bend Trail to the trail crossing.
4. Trails. The applicant shall be required to construct a eight foot wide bituminous trail shall along the west and north side of 7th Street NE from the trail crossing to the northeast boundary of the plat, a trail crossing from the existing trail located at Schoolhouse Road to the north and through the development to Road 5 as shown on the preliminary plat and a trail connection to Road 1 through outlot A.

5. Park Point Street Vacation. As part of the final plat approval, the street vacation of Park Point will be required as well as the removal of the street, curb & gutter in this location.
6. Wetland Impacts. Approval of all wetlands locations and impacts will be required through the Minnesota Wetland Conservation Act.
7. No Loss Exemption. A No Loss Exemption may be required due to the fact the constructed stormwater ponds that were previously graded may now considered wetlands.
8. Army Corp of Engineers Approval. In addition to the Minnesota Wetland Conservation Act approval process, approval of any wetland impacts, exemptions, etc. shall be required from the Army Corp of Engineers.
9. Future Street Extension Sign. The applicant must place signs and barricades at the end of all dead end streets within each final plat that will be extended in the future. The sign should state "Future Street Extension" or something to that extent.
10. Signage. Any signs would have to meet the requirements of section 152.120 through 152.133 of the zoning ordinance.
11. Streetlight Plan. A streetlight plan will be required to be submitted with the final plat of Coldwater Crossing 8th Addition.
12. Floodplain. That the floodplain boundaries are shown on the preliminary plat and that all floodplain areas are located either in a outlot or drainage and utility easement. Any floodplain proposed to be filled will require approval of a Letter of Map Amendment (LOMA) from FEMA.
13. Outlot Dedication. Outlots A, B, C, E, F & G shall be deeded to the City when the final plat is recorded for that phase.
14. Stormwater Pond Access. All stormwater ponds to be maintained by the City will need to have access provided in the form of an outlot or a access easement over the adjacent lots.
15. Construction Traffic Access Routes. As part of the final plat approval, construction access routes shall be established through the existing phases of Coldwater Crossing.
16. Mailboxes. A cluster mailbox plan will be required to be submitted to the City for review with the final plat.
17. Required Landscaping. Each lot shall have two over-story trees per street frontage, located in the front yard, and when required, the side-street yard.
18. Easement Vacation. If it is determined the easement on the north property line of the plat should be vacated, the easement vacation shall take place with the final plat approval.
19. Final Plat Submittal. Upon approval of the preliminary plat by the City Council, the applicant shall submit a final plat within one year after said approval, or the preliminary plat shall be considered void. Since this plat is proposed to be a multi-phase development, this preliminary plat shall be good for a period of five years to allow all the lots to be platted in different phases.
20. Development Agreement. A developers agreement, with all conditions, expectations and financing requirements, shall be executed prior to final plat approval by the City Council.
21. Future Trail Locations. That trails to be located on property not within this preliminary plat shall include a statement on the preliminary plat that states: "Trail location to be determined a future date", and no trails within this area shall be shown on the preliminary plat.

22. Driveway Easement Requirement. A driveway easement shall be granted over outlot D, as shown in the preliminary plat of Coldwater Crossing 8th Addition, in favor of the property located at 14580 62nd Street in Hollywood Township as part of the final plat approval.

CITY COUNCIL ACTION REQUIRED

After review and discussion by the members of the City Council, two motions are in order. The first motion is to grant approval, denial or to table the preliminary PUD plan, and the second motion is to grant approval, denial or to table the preliminary plat.

Possible action items - Preliminary PUD Plan

1. Approve the preliminary PUD plan subject to conditions.
2. Table the preliminary PUD plan to a date specific, and provide the applicant with direction on the issues that have been discussed.
3. Deny the preliminary PUD plan request.

Possible action items - Preliminary Plat

1. Approve the preliminary plat subject to conditions.
2. Table the preliminary plat to a date specific, and provide the applicant with direction on the issues that have been discussed.
3. Deny the preliminary plat request.

If you have any questions relating to the rezoning and preliminary plat prior to the City Council meeting, please feel free to contact me at: jandersonmdg@gmail.com or call direct at 952-855-4596.

Sincerely,

MUNICIPAL DEVELOPMENT GROUP, LLC

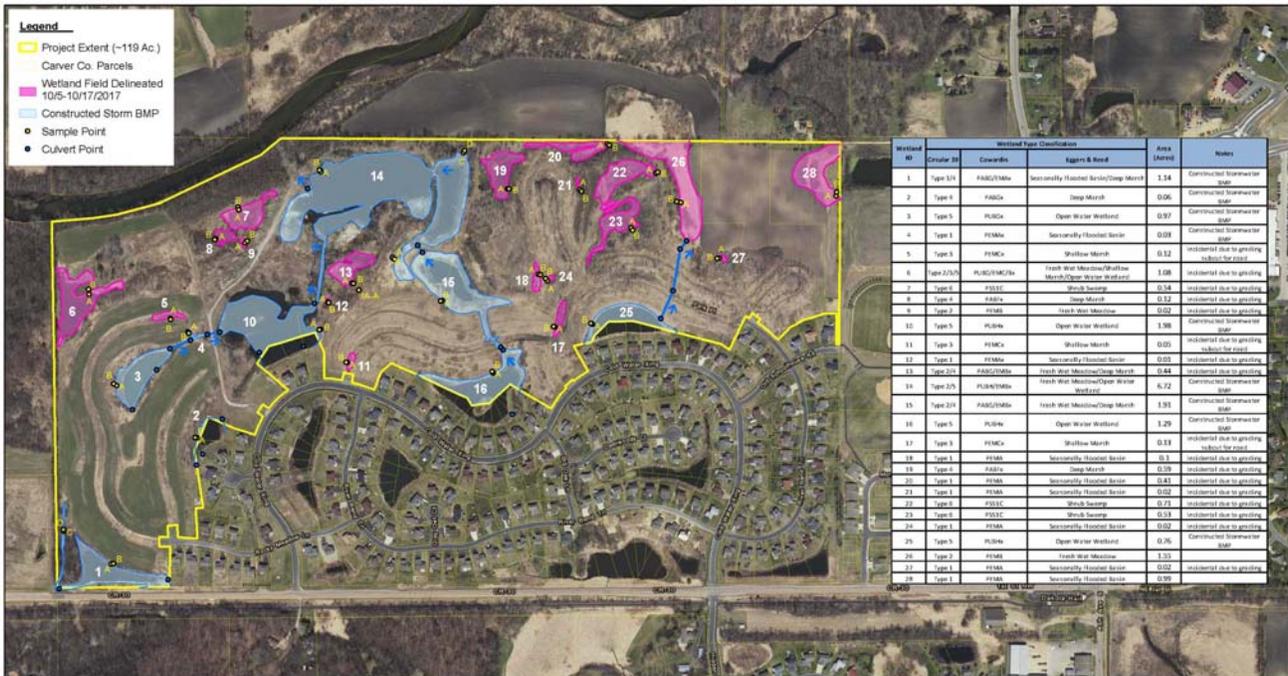
John Anderson

John Anderson, Associate
Consulting Planner, City of Mayer

LIST OF ATTACHMENTS

- Exhibit A - Aerial Location Map
- Exhibit B - Preliminary Plat of Coldwater Crossing 8th Addition dated 8-3-18
- Exhibit C - Wetland Delineation Map dated 6-17-18
- Exhibit D - Floodplain Map
- Exhibit E - Street Vacation Legal Description & Sketch
- Exhibit F - City Engineer Comments dated 8-29-18

Exhibit C - Wetland Delineation Map dated 6-17-18



Scale: 1 inch = 400 feet

Delineation



Anderson Engineering of Minnesota, LLC
13005 1st Avenue North
Suite 100
Plymouth, MN 55441
763-412-4000 (t) 763-412-4000 (f)
www.ae-mn.com

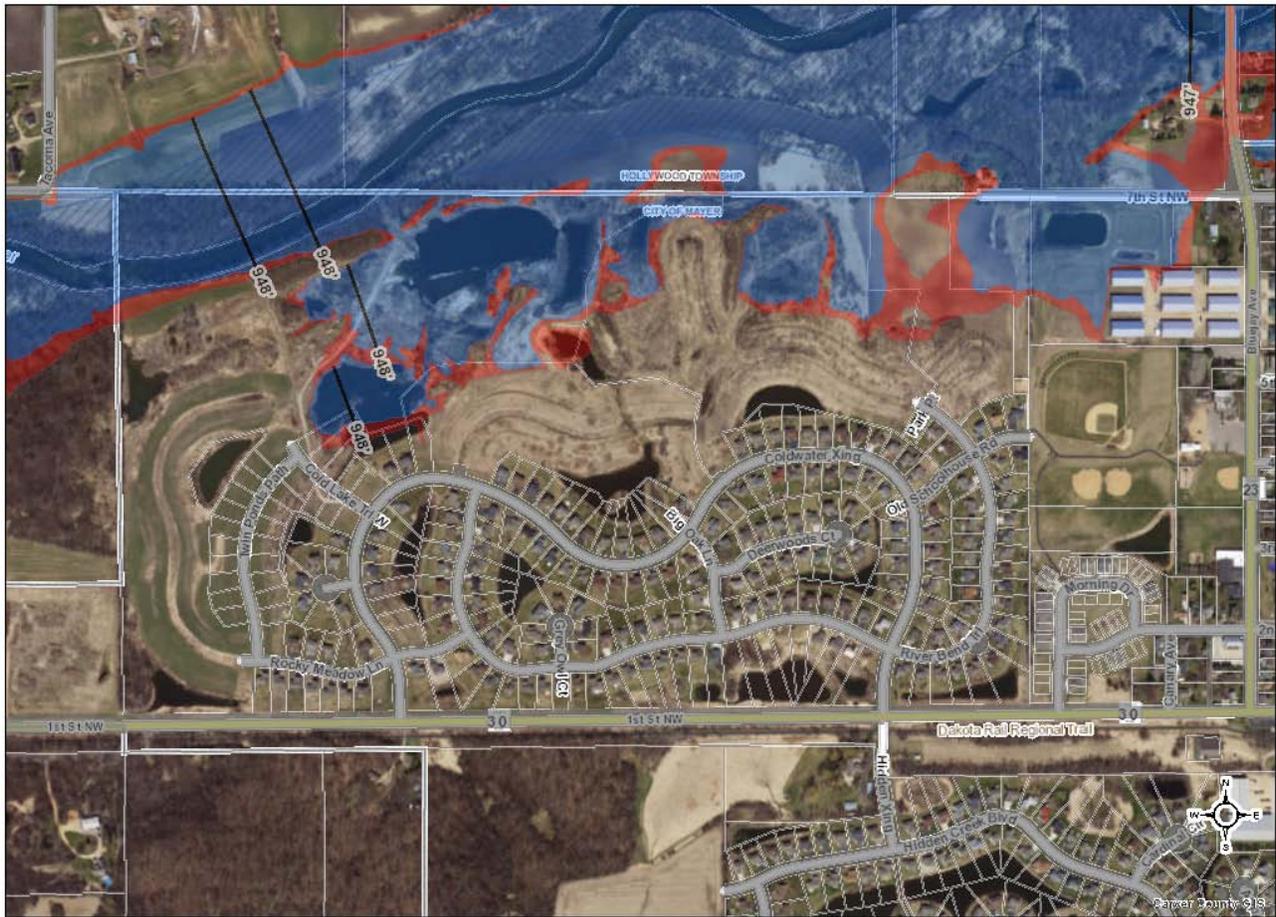
Coldwater Crossing - Wetland Delineation
County Road 30, Mayer, MN 55360

6/27/2018

Fig. 5

Comm. No. 14592

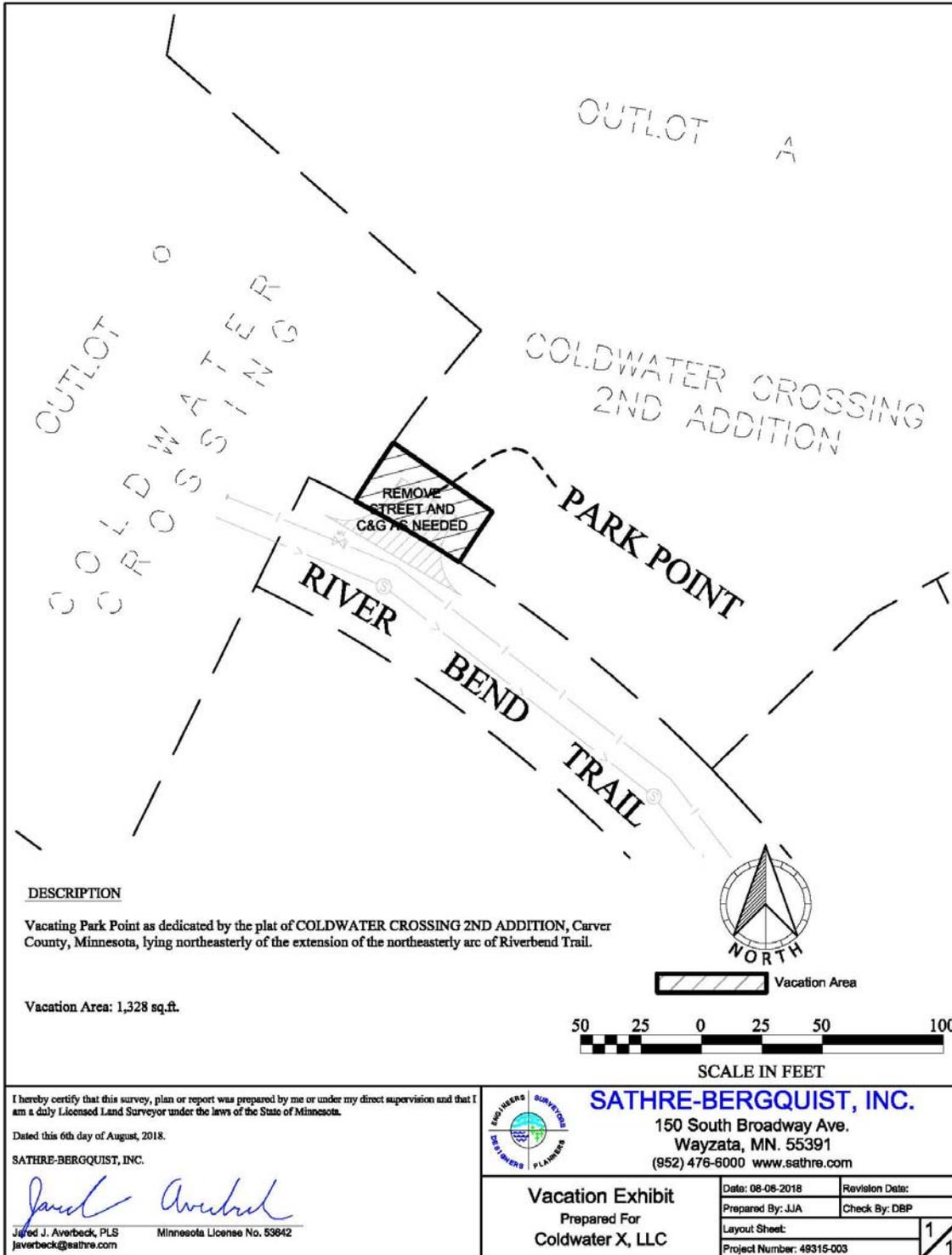
Exhibit D - Floodplain Map



This map was created using Carver County's Geographic Information Systems (GIS), it is a compilation of information and data from various City, County, State, and Federal offices. This map is not a surveyed or legally recorded map and is intended to be used as a reference. Carver County is not responsible for any inaccuracies contained herein.

Map Date: 8/17/2018

Exhibit E - Street Vacation Legal Description & Sketch



DESCRIPTION

Vacating Park Point as dedicated by the plat of COLDWATER CROSSING 2ND ADDITION, Carver County, Minnesota, lying northeasterly of the extension of the northeasterly arc of Riverbend Trail.

Vacation Area: 1,328 sq.ft.

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Dated this 6th day of August, 2018.

SATHRE-BERGQUIST, INC.

Jared J. Averbeck
 Jared J. Averbeck, PLS
 javerbeck@sathre.com
 Minnesota License No. 53842



SATHRE-BERGQUIST, INC.

150 South Broadway Ave.
 Wayzata, MN. 55391
 (952) 476-6000 www.sathre.com

Vacation Exhibit
 Prepared For
 Coldwater X, LLC

Date: 08-06-2018	Revision Date:
Prepared By: JJA	Check By: DBP
Layout Sheet:	1/1
Project Number: 48315-003	



Real People. Real Solutions.

2638 Shadow Lane
Suite 200
Chaska, MN 55318-1172

Ph: (952) 448-8838
Fax: (952) 448-8805
Bolton-Menk.com

August 29, 2018

City of Mayer
Attn: Margaret McCallum
413 Bluejay Avenue
Mayer, MN 55360

RE: Coldwater Crossing 8th Addition
Engineering Review #1

Dear Margaret:

We have completed review of the information submitted for Coldwater Crossing 8th Addition and offer the following comments for your consideration:

1. Stormwater management and treatment to meet regulatory requirements for this site is proposed through the use of existing wet retention ponds installed as part of the original development and new wet retention ponds and an infiltration basin. The following should be considered regarding the proposed system:
 - a. The hydraulic data for ponds listed on the plans does not match the data provided in the Stormwater Management Plan. The estimated high water levels listed on the plans should be revised to be consistent with the modeling.
 - b. A minimum 1' freeboard should be provided between the high water level and the top of the berm surrounding Pond #1. Therefore, the top of the berm should be located at 949.0.
 - c. Surface emergency overflows (EOFs) for the new basins should be indicated on the plan. EOFs should be a minimum 10' with 3:1 side slopes, located at the 100-year high water level, and armored with riprap or turf reinforcement mat (TRM). If the EOF route is proposed over the bituminous trail, TRM should be placed from the normal water level to the trail and from the trail to the toe of the downstream slope.
 - d. Sequencing notes and details should be added as necessary to detail installation and restoration of the infiltration area. Only low impact equipment should be utilized in this basin, and soils should be ripped 18" deep prior to restoration. The basin should be revegetated with native plant species appropriate for this application, and the basin should remain off-line until the upstream drainage area is permanently stabilized.
2. The applicant will be required to obtain Carver County Watershed Management Organization (CCWMO) approval and permitting for erosion control and stormwater management. A copy of any approvals or permits required should be submitted conditional to Final Plat approval.
3. The applicant will be required to obtain a General Construction Permit for Stormwater associated with Construction Activity (NPDES). A copy of the coverage letter should be submitted conditional to Final Plat approval.
4. The Engineer's Estimate must be submitted in order to determine the Letter of Credit amount. The estimate should include all construction costs associated with grading, erosion control, utility installation, street construction, and site restoration. The Letter of Credit, totaling 125% of the Engineer's Estimate, must be submitted prior to any land disturbing activities.

H:\MAYR\C13115480\y_Coldwater Crossing 8th\ColdwaterCrossing@_EngReview-1_2018-29-18.docx

Bolton & Menk is an equal opportunity employer.

Exhibit F - City Engineer Comments Dated August 29, 2018 Page 2

Coldwater Crossing 8th Addition
August 29, 2018
Page 2

5. A Stormwater Pollution Prevention Plan (SWPPP) meeting NPDES requirements will need to be submitted as part of the Final Plans. The SWPPP should include a project narrative, erosion control notes, erosion control installation schedule, erosion control maintenance schedule, pollution prevention notes, location and details of proposed erosion control devices, training documentation, and chain of responsibility. Also, The South Fork of the Crow River is impaired for Chloride, Fecal Coli Form, Fish Bioassessments, and Turbidity. The SWPPP should account for this accordingly.
6. The plans should be reviewed by City Public Works Staff and the Fire Chief to ensure the proposed infrastructure meets their requirements.
7. Perimeter erosion control measures should be installed by the Contractor and inspected by City prior to any land disturbance. Contractor must provide minimum 24-hour notice prior to inspection.
8. Work within public right-of-way must be coordinated with the City. Contractor must provide a minimum 48 hour notice prior to work.
9. Record drawings must be submitted upon completion of the project. As-built survey shots on ponds must be obtained after construction sediment is removed and side slopes re-dressed.
10. The applicant must submit a Maintenance Agreement for any stormwater management structures and facilities used to meet regulatory requirements. The agreement should define maintenance responsibilities following completion of project, specify types and frequencies of inspection and maintenance activities, designate who will conduct inspection and maintenance activities, and outline reporting requirements.
11. Tie cards should be provided for each lot so that all service locations are documented.
12. Note #4 on Sheet 2 of the Construction Plans must be revised to indicate 6" topsoil will be placed in disturbed green areas.
13. The typical road section should be revised to indicate 8" Class 5 aggregate to be consistent with current City standards.
14. Due to the installation of a sand subsection, draintile should be installed 50' each way from low point inlets on all streets at an elevation 6" below the adjacent subgrade.
15. To be consistent with current mix designations, the typical road section should be revised to indicate SPNWB230B and SPWEA240B for the base and wear courses respectively.
16. Basement floors for Lots 36, 80, and 83 must be raised to provide the minimum required 2' freeboard from the estimated high water level. These elevations should be coordinated with the elevations listed in the Stormwater Management Plan
17. Type III barricades should be provided on River Bend Trail at the Coldwater Crossing intersection until streets are paved to direct traffic through the construction entrance. In addition, barricades should be installed on the ends of roads 1, 3, and 5 after paving of base course is completed.
18. Sanitary sewer deeper than 20 feet should be indicated as SDR 26.
19. Temporary hydrants should be installed on watermain at termination points to future phases to allow for flushing if necessary before the future main is installed.
20. Subsurface draintile service connections should be provided for all lots that do not directly abut a pond or wetland.
21. The details provided in the Stormwater Management Plan for the outlet control structures are acceptable. The typical detail for Pond Outlet Control Structures on Sheet 8 should be replaced with the proposed details to ensure structures are installed as designed.
22. The outlet control structure (OCS) for proposed Pond #1 is modeled with a 15" pipe to the infiltration basin in the Stormwater Management Plan, but this pipe is not included on the Construction Plans. The plans should be revised as necessary to include installation of the conveyance to the infiltration basin from Pond #1.

Coldwater Crossing 8th Addition
August 29, 2018
Page 3

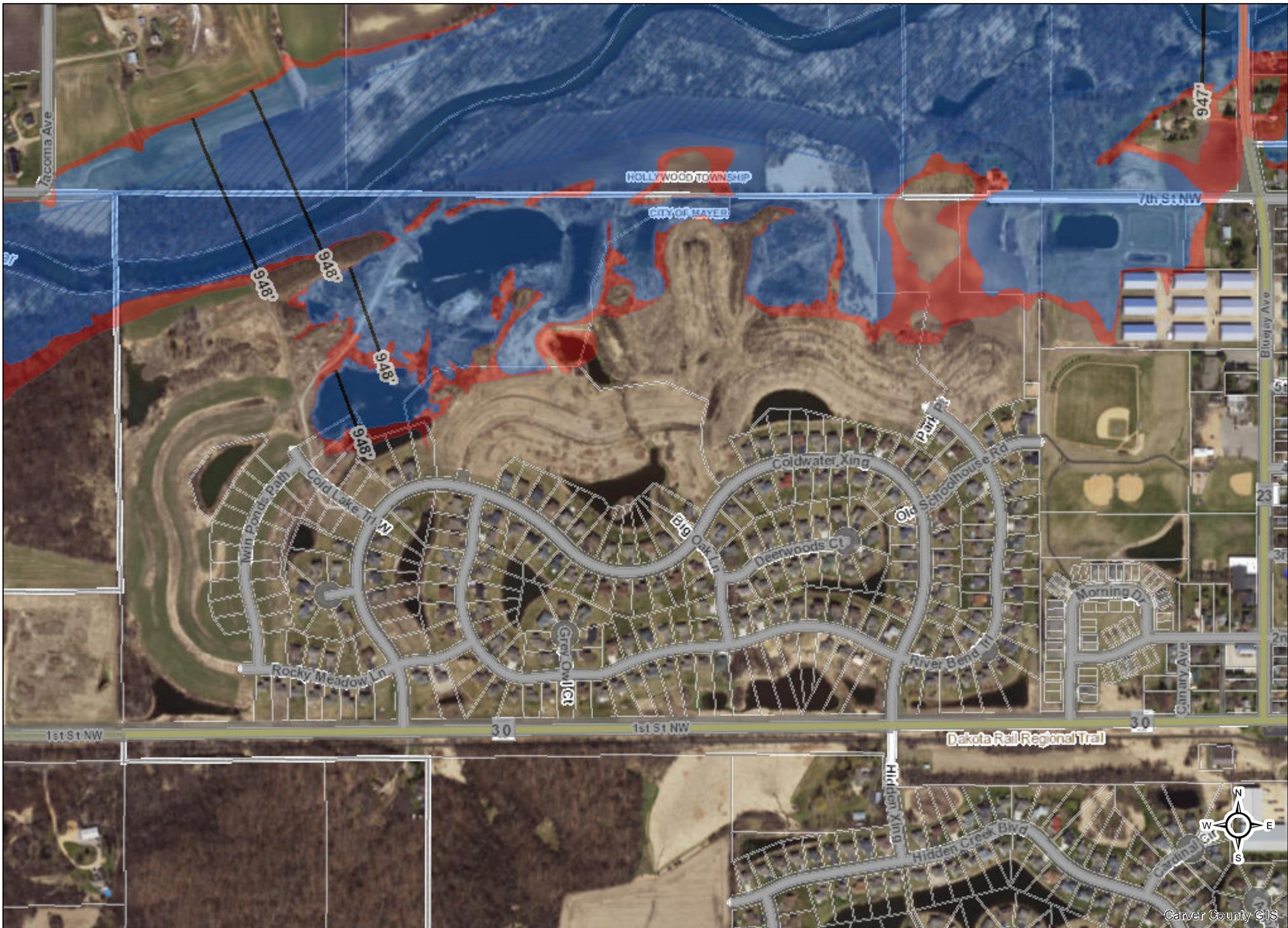
23. The sump should be removed from Pond #1 OCS. The OCS is in a difficult location to maintain, and a sump will likely fill in with sediment. The OCS bottom should be set at 943.0 to match the outlet pipe invert, and in order to maintain back slope on the inlet pipe, the invert of this pipe in the pond will need to be lowered.
24. The applicant should consider installing a storm sewer stub to the northeast from STMH #18 to accommodate installation of future sewer without having to core-drill through this manhole and potentially compromise its integrity.
25. A 4' sump should be included with all manholes directly upstream of pond inlets to provide pre-treatment of runoff prior to discharge to ponds and extend pond life before sediment removal is necessary. Sumps should be included on CBMHs 2, 10, and 15 accordingly.
26. Redundant erosion control measures must be provided where disturbance occurs within 50' of a wetland. Double rows of siltfence should be indicated in these areas accordingly. The second row must be a minimum 5' apart from the first row.
27. Ditch checks should be provided in the temporary ditch at a minimum 200' intervals.
28. Due to an approximate depth of 16 feet, the Drainage and Utility easement over the outlet from the existing pond to Pond #1 should be a minimum 30' wide. The easements should be revised for Lots 74 and 75 accordingly.
29. Drainage and Utility easement for the surface emergency overflow route between the existing pond and the wetland complex west of River Bend Trail must be provided to adequately cover the route. The easements for Lots 12 – 15, 81, and 82 should be revised accordingly.
30. Additional Drainage and Utility easement should be provided on the rear of Lots 71 - 73 to adequately cover the swale draining to the existing pond.

Sincerely,

Bolton & Menk, Inc.



Robert E. Bean, Jr., P.E.
Water Resources Engineer



This map was created using Carver County's Geographic Information Systems (GIS), it is a compilation of information and data from various City, County, State, and Federal offices. This map is not a surveyed or legally recorded map and is intended to be used as a reference. Carver County is not responsible for any inaccuracies contained herein.

DESCRIPTION OF PROPERTY SURVEYED

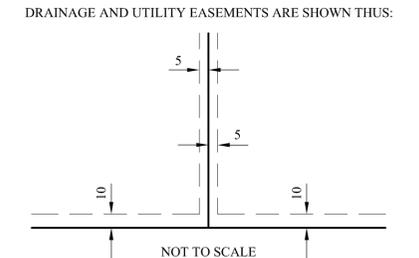
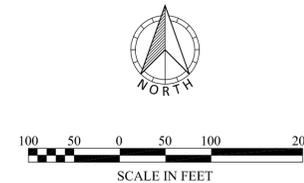
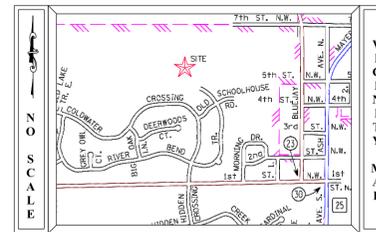
Outlot A and Outlot C, COLDWATER CROSSING.
 And
 Outlot A, COLDWATER CROSSING 2ND ADDITION.
 And
 Outlot A, COLDWATER CROSSING 6TH ADDITION.

The vacated Park Point as dedicated on the plat of COLDWATER CROSSING 2ND ADDITION.

STANDARD NOTES

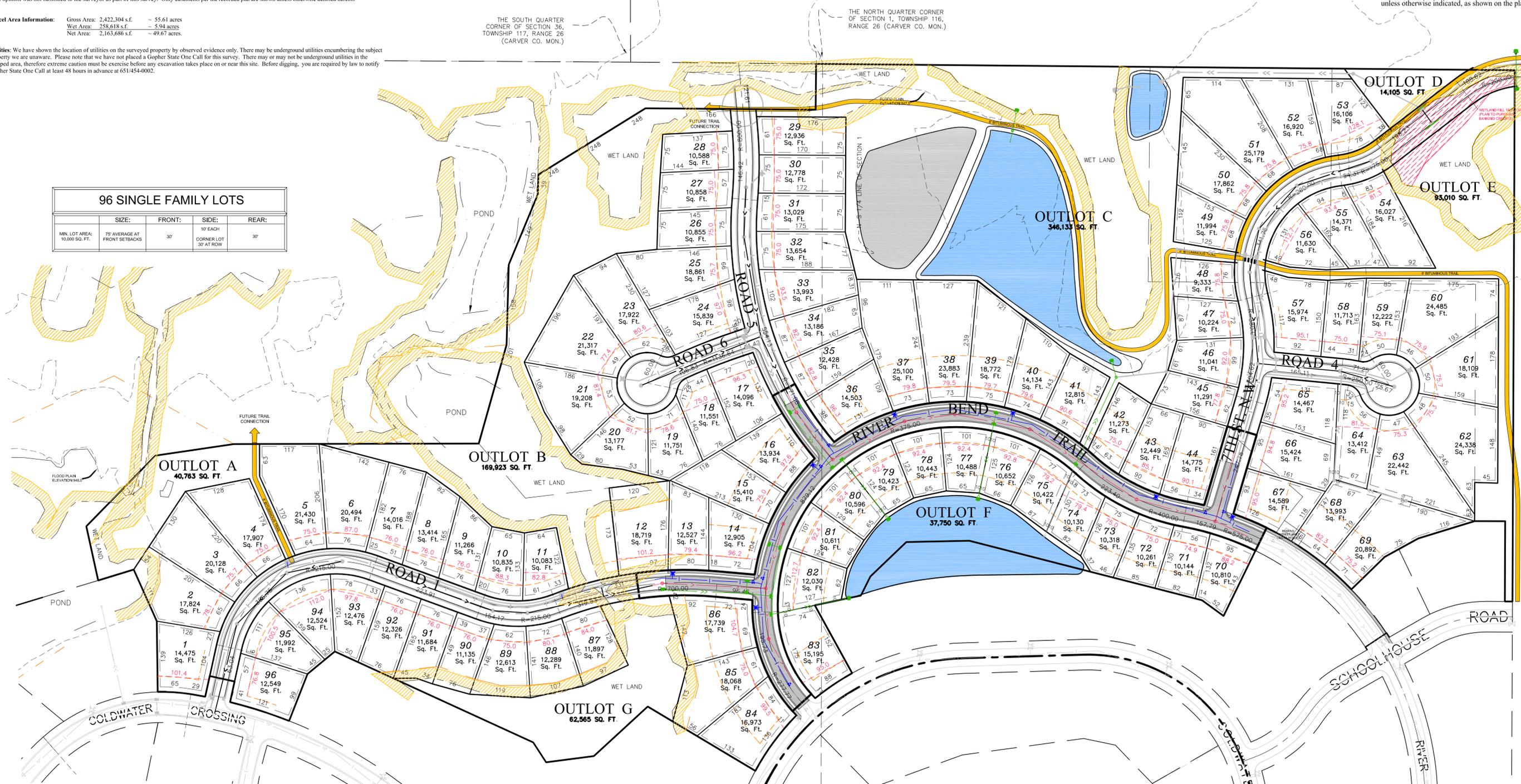
- 1) **Site Address:** Mayer, MN
- 2) A title opinion was not furnished to the surveyor as part of this survey. Only easements per the recorded plat are shown unless otherwise denoted herein.
- 3) **Parcel Area Information:** Gross Area: 2,422,304 s.f. ~ 55.61 acres
 Wet Area: 258,618 s.f. ~ 5.94 acres
 Net Area: 2,163,686 s.f. ~ 49.67 acres
- 4) **Utilities:** We have shown the location of utilities on the surveyed property by observed evidence only. There may be underground utilities encumbering the subject property we are unaware. Please note that we have not placed a Gopher State One Call for this survey. There may or may not be underground utilities in the mapped area, therefore extreme caution must be exercised before any excavation takes place on or near this site. Before digging, you are required by law to notify Gopher State One Call at least 48 hours in advance at 651-454-0002.

PREPARED BY	PREPARED FOR
SURVEYOR SATHRE-BERGQUIST, INC. 150 SOUTH BROADWAY WAYZATA, MINNESOTA 55391 PHONE: (952) 476-6000 FAX: (952) 476-0104 CONTACT: DANIEL L. SCHMIDT, P.E. EMAIL: SCHMIDT@SATHRE.COM	DEVELOPER JUDE LAGUE 12070 43RD STREET N.E. ST. MICHAEL, MN 55376 PHONE: (763) 497-8700 CONTACT: JUDE LAGUE PHONE: (763) 497-8700



Being 5 feet in width and adjoining lot lines, unless otherwise indicated, and 10 feet in width and adjoining right of way lines, unless otherwise indicated, as shown on the plat.

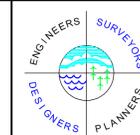
96 SINGLE FAMILY LOTS				
	SIZE:	FRONT:	SIDE:	REAR:
MIN. LOT AREA:	75' AVERAGE AT	30'	10' EACH	30'
10,000 SQ. FT.	FRONT SETBACKS		CORNER LOT	
			30' AT ROW	



FIELD CREW	NO.	BY	DATE	REVISION
XXX	1	JJA	8/3/2018	LAYOUT CHANGES
DRAWN	2	DLS	9/9/2018	TRAIL REVISIONS
CHECKED				
DATE				

USE (INCLUDING COPYING, DISTRIBUTION, AND/OR CONVEYANCE OF INFORMATION) OF THIS PRODUCT IS STRICTLY PROHIBITED WITHOUT SATHRE-BERGQUIST, INC.'S EXPRESS WRITTEN AUTHORIZATION. USE WITHOUT SAID AUTHORIZATION CONSTITUTES AN ILLEGITIMATE USE AND SHALL THEREBY INDEMNIFY SATHRE-BERGQUIST, INC. OF ALL RESPONSIBILITY. SATHRE-BERGQUIST, INC. RESERVES THE RIGHT TO HOLD ANY ILLEGITIMATE USER OR PARTY LEGALLY RESPONSIBLE FOR DAMAGES OR LOSSES RESULTING FROM ILLEGITIMATE USE.

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.
 Sated this 19th day of July, 2018.
Daniel L. Schmidt
 Daniel L. Schmidt, PLS Minnesota License No. 26147
 schmidt@sathre.com



SATHRE-BERGQUIST, INC.
 150 SOUTH BROADWAY WAYZATA, MN. 55391 (952) 476-6000
 WWW.SATHRE.COM

Carver County
MAYER, MINNESOTA

COLDWATER CROSSING 8TH ADDITION
 PRELIMINARY PLAT
Coldwater X, LLC

FILE NO.
 49315-003
1
1

**CITY OF MAYER
CITY COUNCIL RESOLUTION 9-10-18-26**

**A RESOLUTION APPROVING A 96 LOT SINGLE FAMILY DETACHED RESIDENTIAL PRELIMINARY PLAT
KNOW AS COLDWATER CROSSING 8TH ADDITION**

WHEREAS, Coldwater X, LLC (the "Applicant" and "Owner"), has submitted a preliminary plat known as Coldwater Crossing 8th Addition to the City of Mayer (the "City") on property located north of the existing Coldwater Crossing development, with PID numbers of 50.12504.40, 50.12504.60, 50.12602.60 and 50.13004.40 (the "Property"); and

WHEREAS, the property is designated Low Density Residential on the future land use map; and

WHEREAS, the property is zoned R-1 Low Density Residential District and the applicant has applied for a preliminary planned unit development (PUD) plan for the property and the preliminary PUD plan was reviewed and approved by the City Council on September 10, 2018; and

WHEREAS, a notice of public hearing for the preliminary plat for Coldwater Crossing 8th Addition was published, setting the hearing before the Planning Commission on September 4, 2018 at 6:30 pm or as soon thereafter as possible at 413 Bluejay Avenue to consider the request and hear testimony from all interested persons wishing to speak; and

WHEREAS, a copy of the proposed preliminary plat for Coldwater Crossing 8th Addition was available at the City offices for public viewing; and

WHEREAS, a public hearing was held for the preliminary plat known as Coldwater Crossing 8th Addition at the September 4, 2018 Planning Commission meeting, and after review by the Planning Commission they recommended approval of the preliminary plat on a 6-0 vote; and

WHEREAS, the City Council has the authority to impose reasonable conditions on a preliminary plat; and

WHEREAS, the City Council makes the following findings of fact in support of granting approval of the preliminary plat for Coldwater Crossing 8th Addition:

- A. The legal description of the subject property is: Outlot A & C, Coldwater Crossing, Outlot A, Coldwater Crossing 2nd Addition, Outlot A, Coldwater Crossing 6th Addition and the vacated Park Point as dedicated on the plat of Coldwater Crossing 2nd Addition.
- B. The Planning report dated September 5, 2018 shall be the governing document.
- C. The Aerial Location Map is attached as Exhibit A.
- D. The preliminary plat of Coldwater Crossing 8th Addition dated 8-3-18 is attached as Exhibit B.
- E. The wetland delineation map dated 6-17-18 is attached as Exhibit C.
- F. The floodplain map is attached as Exhibit D.
- G. The street vacation legal description and sketch is attached as Exhibit E.
- H. The City Engineer comments dated August 29, 2018 are attached as Exhibit F.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF MAYER, MINNESOTA: that the preliminary plat known as Coldwater Crossing 8th Addition is hereby approved with the following conditions:

1. Engineer's Comments. The preliminary plat and related documents shall be reviewed by the City Engineer and the preliminary plat shall satisfactorily address any comments and conditions as required by the City Engineer.
2. Park Dedication. There shall be no required park dedication with this plat.
3. Sidewalks. The applicant shall be required to construct a five foot wide concrete sidewalk to City specifications along the west and north side of Road 1 except the portion between the trail access to Outlot A and Coldwater Crossing, along the west side of Road 5, along the west and north side of River Bend Trail extending all the way to the intersection of Schoolhouse Road and along the west side of 7th Street NE from River Bend Trail to the trail crossing.
4. Trails. The applicant shall be required to construct a eight foot wide bituminous trail shall along the west and north side of 7th Street NE from the trail crossing to the northeast boundary of the plat, a trail crossing from the existing trail located at Schoolhouse Road to the north and through the development to Road 5 as shown on the preliminary plat and a trail connection to Road 1 through outlot A.
5. Park Point Street Vacation. As part of the final plat approval, the street vacation of Park Point will be required as well as the removal of the street, curb & gutter in this location.
6. Wetland Impacts. Approval of all wetlands locations and impacts will be required through the Minnesota Wetland Conservation Act.
7. No Loss Exemption. A No Loss Exemption may be required due to the fact the constructed stormwater ponds that were previously graded may now considered wetlands.
8. Army Corp of Engineers Approval. In addition to the Minnesota Wetland Conservation Act approval process, approval of any wetland impacts, exemptions, etc. shall be required from the Army Corp of Engineers.
9. Future Street Extension Sign. The applicant must place signs and barricades at the end of all dead end streets within each final plat that will be extended in the future. The sign should state "Future Street Extension" or something to that extent.
10. Signage. Any signs would have to meet the requirements of section 152.120 through 152.133 of the zoning ordinance.
11. Streetlight Plan. A streetlight plan will be required to be submitted with the final plat of Coldwater Crossing 8th Addition.
12. Floodplain. That the floodplain boundaries are shown on the preliminary plat and that all floodplain areas are located either in a outlot or drainage and utility easement. Any floodplain proposed to be filled will require approval of a Letter of Map Amendment (LOMA) from FEMA.
13. Outlot Dedication. Outlots A, B, C, E, F & G shall be deeded to the City when the final plat is recorded for that phase.
14. Stormwater Pond Access. All stormwater ponds to be maintained by the City will need to have access provided in the form of an outlot or a access easement over the adjacent lots.
15. Construction Traffic Access Routes. As part of the final plat approval, construction access routes shall be established through the existing phases of Coldwater Crossing.
16. Mailboxes. A cluster mailbox plan will be required to be submitted to the City for review with the final plat.
17. Required Landscaping. Each lot shall have two over-story trees per street frontage, located in the front yard, and when required, the side-street yard.

- 18. Easement Vacation. If it is determined the easement on the north property line of the plat should be vacated, the easement vacation shall take place with the final plat approval.
- 19. Final Plat Submittal. Upon approval of the preliminary plat by the City Council, the applicant shall submit a final plat within one year after said approval, or the preliminary plat shall be considered void. Since this plat is proposed to be a multi-phase development, this preliminary plat shall be good for a period of five years to allow all the lots to be platted in different phases.
- 20. Development Agreement. A developers agreement, with all conditions, expectations and financing requirements, shall be executed prior to final plat approval by the City Council.
- 21. Future Trail Locations. That trails to be located on property not within this preliminary plat shall include a statement on the preliminary plat that states: "Trail location to be determined a future date", and no trails within this area shall be shown on the preliminary plat.
- 22. Driveway Easement Requirement. A driveway easement shall be granted over outlot D, as shown in the preliminary plat of Coldwater Crossing 8th Addition, in favor of the property located at 14580 62nd Street in Hollywood Township as part of the final plat approval.

Adopted by the Mayer City Council this 10th day of September, 2018.

Mayor Mike Dodge

Attest:

Margaret McCallum, City Administrator

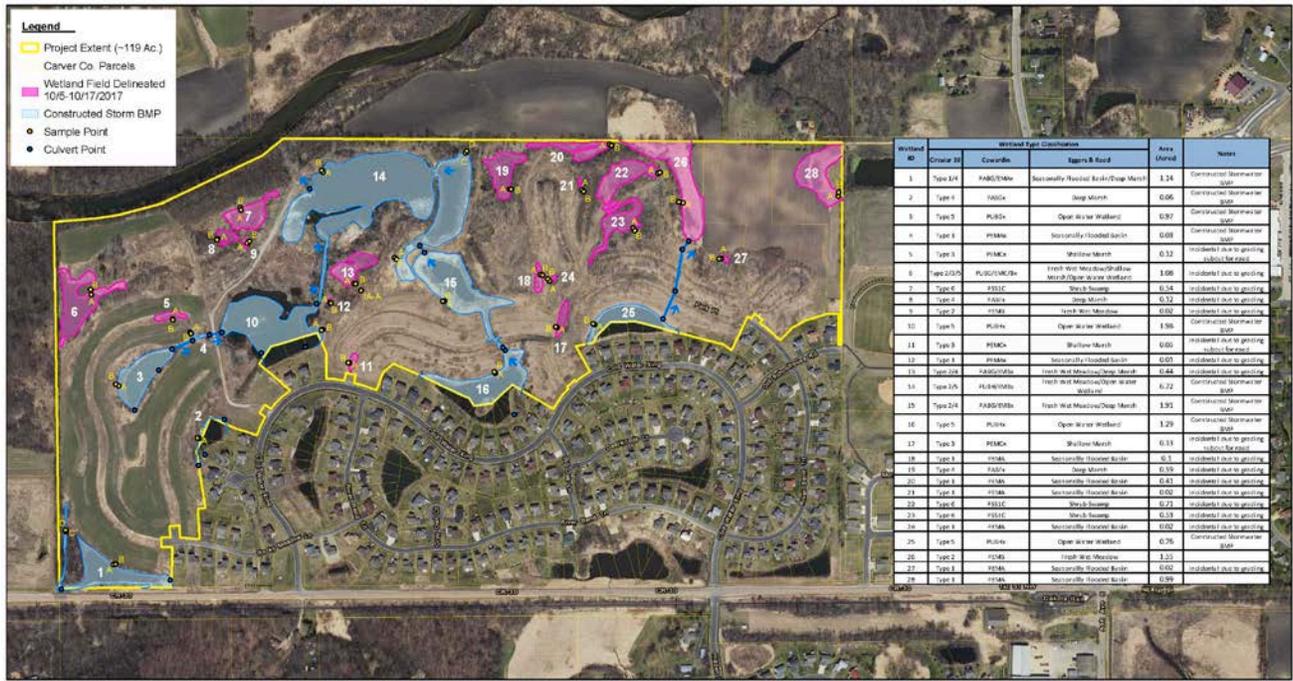
The following Council Members voted in favor:
The following Council Members voted against or abstained:

Whereupon the motion was duly passed and executed.

Published:
Filed with Carver County:

- Attachments:
Exhibit A - Aerial Location Map
Exhibit B - Preliminary Plat of Coldwater Crossing 8th Addition dated 9-7-18
Exhibit C - Wetland Delineation Map dated 6-17-18
Exhibit D - Floodplain Map
Exhibit E - Street Vacation Legal Description & Sketch
Exhibit F - City Engineer Comments dated August 29, 2018

Exhibit C - Wetland Delineation Map dated 6-17-18



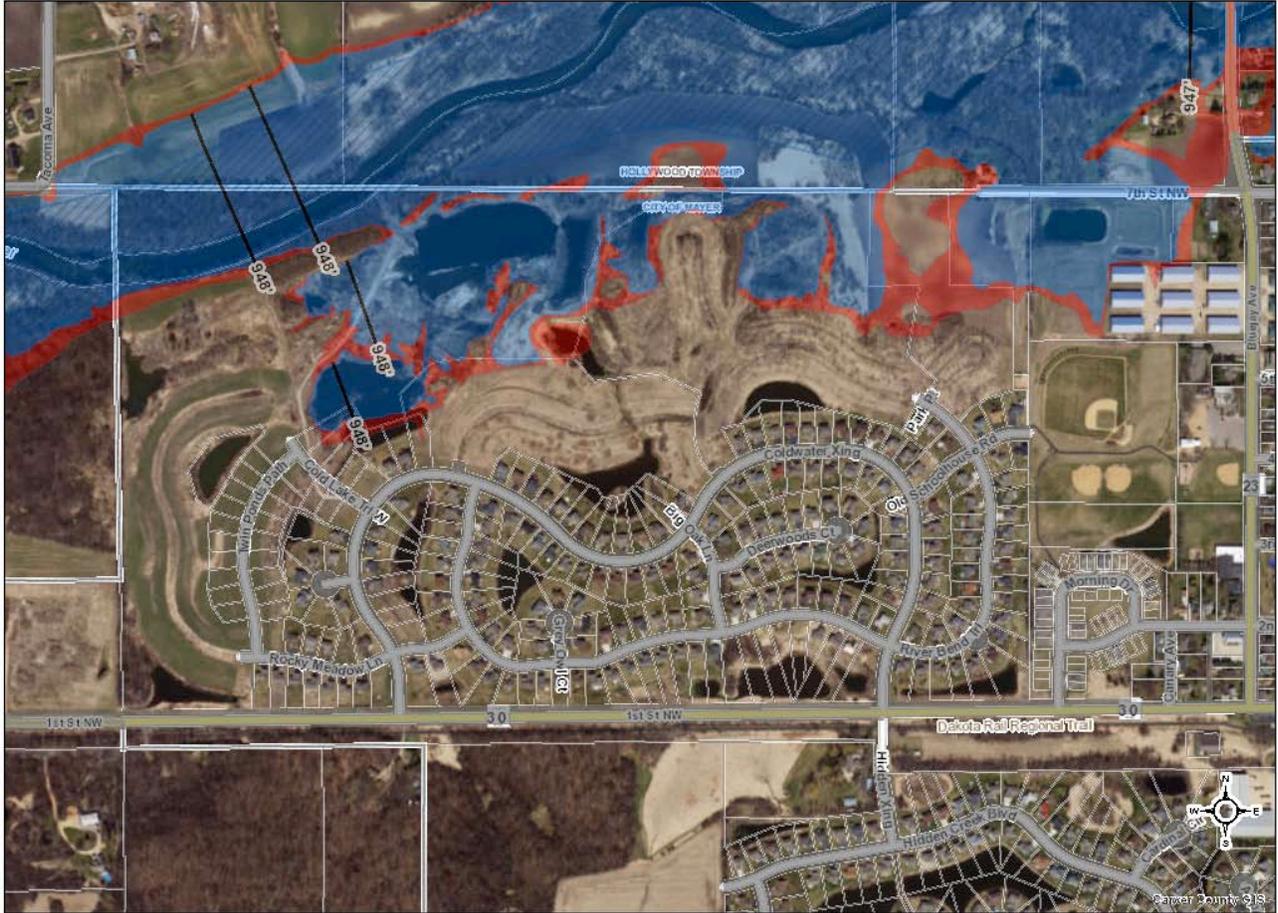
Delineation

ANDERSON ENGINEERING
 Anderson Engineering of Minnesota, LLC
 13805 1st Avenue North
 Suite 100
 Plymouth, MN 55441
 763-412-4000 (or) 763-412-4999 (f)
 www.ae-ere.com

Coldwater Crossing - Wetland Delineation
 County Road 30, Mayer, MN 55360

6/27/2018
Fig. 5
 Comm. No. 14592

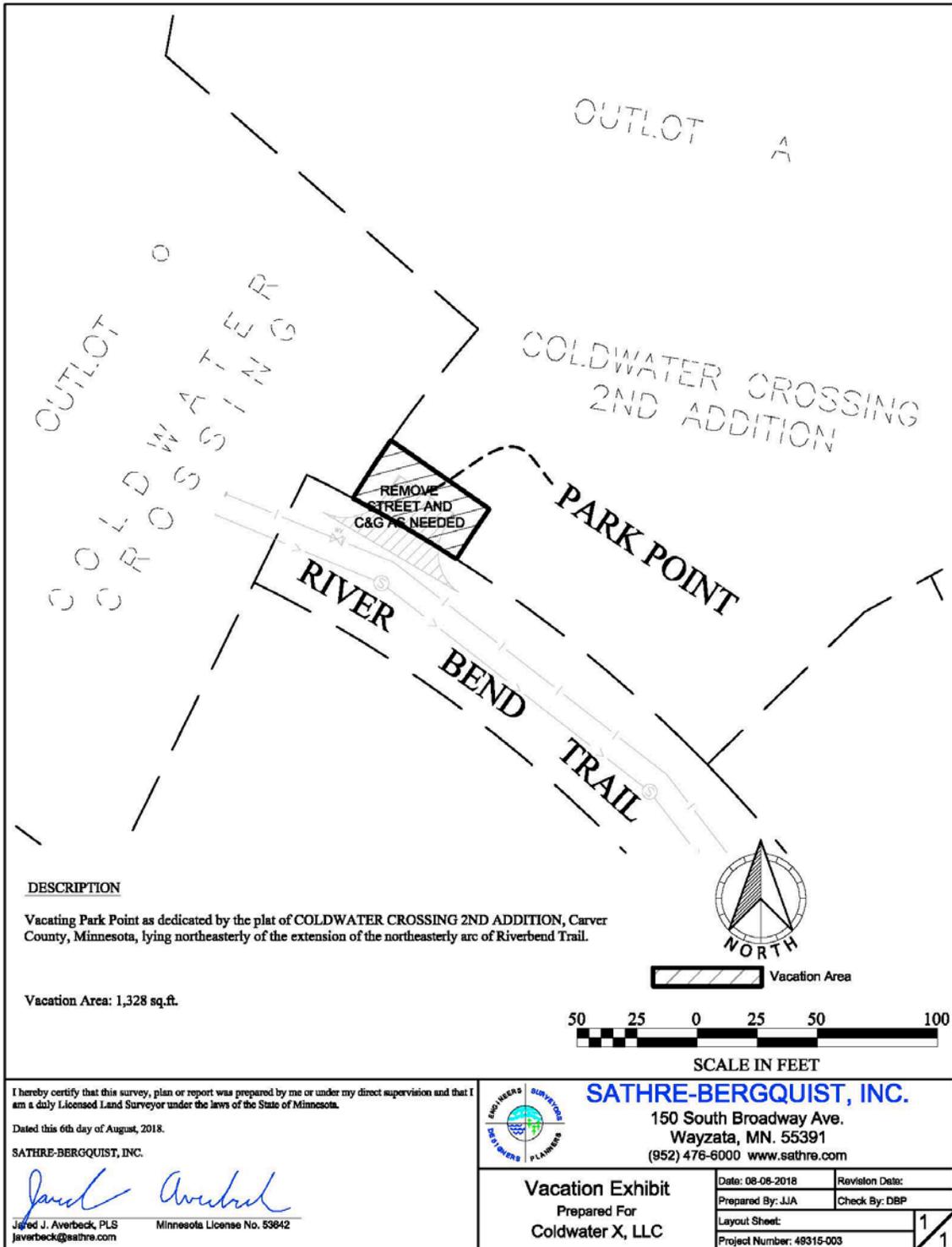
Exhibit D - Floodplain Map



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Map Date: 8/17/2018

Exhibit E - Street Vacation Legal Description & Sketch



DESCRIPTION

Vacating Park Point as dedicated by the plat of COLDWATER CROSSING 2ND ADDITION, Carver County, Minnesota, lying northeasterly of the extension of the northeasterly arc of Riverbend Trail.

Vacation Area: 1,328 sq.ft.

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Dated this 6th day of August, 2018.

SATHRE-BERGQUIST, INC.

Jared J. Averbeck
 Jared J. Averbeck, PLS
 javerbeck@sathre.com
 Minnesota License No. 53842



SATHRE-BERGQUIST, INC.

150 South Broadway Ave.
 Wayzata, MN. 55391
 (952) 476-6000 www.sathre.com

Vacation Exhibit
 Prepared For
 Coldwater X, LLC

Date: 08-06-2018	Revision Date:
Prepared By: JJA	Check By: DBP
Layout Sheet:	1/1
Project Number: 48315-003	



Real People. Real Solutions.

2638 Shadow Lane
Suite 200
Chaska, MN 55318-1172

Ph: [952] 448-8838
Fax: [952] 448-8805
Bolton-Menk.com

August 29, 2018

City of Mayer
Attn: Margaret McCallum
413 Bluejay Avenue
Mayer, MN 55360

RE: Coldwater Crossing 8th Addition
Engineering Review #1

Dear Margaret:

We have completed review of the information submitted for Coldwater Crossing 8th Addition and offer the following comments for your consideration:

1. Stormwater management and treatment to meet regulatory requirements for this site is proposed through the use of existing wet retention ponds installed as part of the original development and new wet retention ponds and an infiltration basin. The following should be considered regarding the proposed system:
 - a. The hydraulic data for ponds listed on the plans does not match the data provided in the Stormwater Management Plan. The estimated high water levels listed on the plans should be revised to be consistent with the modeling.
 - b. A minimum 1' freeboard should be provided between the high water level and the top of the berm surrounding Pond #1. Therefore, the top of the berm should be located at 949.0.
 - c. Surface emergency overflows (EOFs) for the new basins should be indicated on the plan. EOFs should be a minimum 10' with 3:1 side slopes, located at the 100-year high water level, and armored with riprap or turf reinforcement mat (TRM). If the EOF route is proposed over the bituminous trail, TRM should be placed from the normal water level to the trail and from the trail to the toe of the downstream slope.
 - d. Sequencing notes and details should be added as necessary to detail installation and restoration of the infiltration area. Only low impact equipment should be utilized in this basin, and soils should be ripped 18" deep prior to restoration. The basin should be revegetated with native plant species appropriate for this application, and the basin should remain off-line until the upstream drainage area is permanently stabilized.
2. The applicant will be required to obtain Carver County Watershed Management Organization (CCWMO) approval and permitting for erosion control and stormwater management. A copy of any approvals or permits required should be submitted conditional to Final Plat approval.
3. The applicant will be required to obtain a General Construction Permit for Stormwater associated with Construction Activity (NPDES). A copy of the coverage letter should be submitted conditional to Final Plat approval.
4. The Engineer's Estimate must be submitted in order to determine the Letter of Credit amount. The estimate should include all construction costs associated with grading, erosion control, utility installation, street construction, and site restoration. The Letter of Credit, totaling 125% of the Engineer's Estimate, must be submitted prior to any land disturbing activities.

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Exhibit F - City Engineer Comments Dated August 29, 2018 Page 2

Coldwater Crossing 8th Addition
August 29, 2018
Page 2

5. A Stormwater Pollution Prevention Plan (SWPPP) meeting NPDES requirements will need to be submitted as part of the Final Plans. The SWPPP should include a project narrative, erosion control notes, erosion control installation schedule, erosion control maintenance schedule, pollution prevention notes, location and details of proposed erosion control devices, training documentation, and chain of responsibility. Also, The South Fork of the Crow River is impaired for Chloride, Fecal Coli Form, Fish Bioassessments, and Turbidity. The SWPPP should account for this accordingly.
6. The plans should be reviewed by City Public Works Staff and the Fire Chief to ensure the proposed infrastructure meets their requirements.
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8. Work within public right-of-way must be coordinated with the City. Contractor must provide a minimum 48 hour notice prior to work.
9. Record drawings must be submitted upon completion of the project. As-built survey shots on ponds must be obtained after construction sediment is removed and side slopes re-dressed.
10. The applicant must submit a Maintenance Agreement for any stormwater management structures and facilities used to meet regulatory requirements. The agreement should define maintenance responsibilities following completion of project, specify types and frequencies of inspection and maintenance activities, designate who will conduct inspection and maintenance activities, and outline reporting requirements.
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13. The typical road section should be revised to indicate 8" Class 5 aggregate to be consistent with current City standards.
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17. Type III barricades should be provided on River Bend Trail at the Coldwater Crossing intersection until streets are paved to direct traffic through the construction entrance. In addition, barricades should be installed on the ends of roads 1, 3, and 5 after paving of base course is completed.
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19. Temporary hydrants should be installed on watermain at termination points to future phases to allow for flushing if necessary before the future main is installed.
20. Subsurface draintile service connections should be provided for all lots that do not directly abut a pond or wetland.
21. The details provided in the Stormwater Management Plan for the outlet control structures are acceptable. The typical detail for Pond Outlet Control Structures on Sheet 8 should be replaced with the proposed details to ensure structures are installed as designed.
22. The outlet control structure (OCS) for proposed Pond #1 is modeled with a 15" pipe to the infiltration basin in the Stormwater Management Plan, but this pipe is not included on the Construction Plans. The plans should be revised as necessary to include installation of the conveyance to the infiltration basin from Pond #1.

Coldwater Crossing 8th Addition
August 29, 2018
Page 3

23. The sump should be removed from Pond #1 OCS. The OCS is in a difficult location to maintain, and a sump will likely fill in with sediment. The OCS bottom should be set at 943.0 to match the outlet pipe invert, and in order to maintain back slope on the inlet pipe, the invert of this pipe in the pond will need to be lowered.
24. The applicant should consider installing a storm sewer stub to the northeast from STMH #18 to accommodate installation of future sewer without having to core-drill through this manhole and potentially compromise its integrity.
25. A 4' sump should be included with all manholes directly upstream of pond inlets to provide pre-treatment of runoff prior to discharge to ponds and extend pond life before sediment removal is necessary. Sumps should be included on CBMHs 2, 10, and 15 accordingly.
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27. Ditch checks should be provided in the temporary ditch at a minimum 200' intervals.
28. Due to an approximate depth of 16 feet, the Drainage and Utility easement over the outlet from the existing pond to Pond #1 should be a minimum 30' wide. The easements should be revised for Lots 74 and 75 accordingly.
29. Drainage and Utility easement for the surface emergency overflow route between the existing pond and the wetland complex west of River Bend Trail must be provided to adequately cover the route. The easements for Lots 12 – 15, 81, and 82 should be revised accordingly.
30. Additional Drainage and Utility easement should be provided on the rear of Lots 71 - 73 to adequately cover the swale draining to the existing pond.

Sincerely,

Bolton & Menk, Inc.



Robert E. Bean, Jr., P.E.
Water Resources Engineer

**CITY OF MAYER
CITY COUNCIL RESOLUTION 9-10-18-27**

A RESOLUTION APPROVING A PRELIMINARY PLANNED UNIT DEVELOPMENT (PUD) PLAN FOR A SINGLE FAMILY DETACHED RESIDENTIAL SUBDIVISION TO BE KNOWN AS COLDWATER CROSSING 8TH ADDITION

WHEREAS, Coldwater X, LLC (the "Applicant" and "Owner"), has submitted a preliminary planned unit development (PUD) plan for a single family detached residential subdivision to be known as Coldwater Crossing 8th Addition to the City of Mayer (the "City") on property located north of the existing Coldwater Crossing development, with PID numbers of 50.12504.40, 50.12504.60, 50.12602.60 and 50.13004.40 (the "Property"); and

WHEREAS, the property is designated Low Density Residential on the future land use map; and

WHEREAS, the property is zoned R-1 Low Density Residential District and the applicant has also applied for a preliminary plat for the property; and

WHEREAS, a notice of public hearing for the preliminary PUD plan for a single family residential subdivision to be known as Coldwater Crossing 8th Addition was published, setting the hearing before the Planning Commission on September 4, 2018 at 6:30 pm or as soon thereafter as possible at 413 Bluejay Avenue to consider the request and hear testimony from all interested persons wishing to speak; and

WHEREAS, a copy of the proposed preliminary PUD plan was available at the City Offices for public viewing; and

WHEREAS, the preliminary PUD plan for a single family residential subdivision to be known as Coldwater Crossing 8th Addition was reviewed by the Planning Commission at the September 4, 2018 Planning Commission meeting, and after review by the Planning Commission they recommended approval of the preliminary PUD plan on a 6-0 vote; and

WHEREAS, the City Council has the authority to impose reasonable conditions on a preliminary PUD plan; and

WHEREAS, the City Council makes the following findings of fact in support of granting approval of the preliminary PUD plan for a single family residential subdivision to be known as Coldwater Crossing 8th Addition:

- A. The legal description of the subject property is: Outlot A & C, Coldwater Crossing, Outlot A, Coldwater Crossing 2nd Addition, Outlot A, Coldwater Crossing 6th Addition and the vacated Park Point as dedicated on the plat of Coldwater Crossing 2nd Addition.
- B. The Planning report dated September 5, 2018 shall be the governing document.
- C. The Aerial Location Map is attached as Exhibit A.
- D. The preliminary plat of Coldwater Crossing 8th Addition dated 8-3-18 is attached as Exhibit B.
- E. The wetland delineation map dated 6-17-18 is attached as Exhibit C.
- F. The floodplain map is attached as Exhibit D.
- G. The street vacation legal description and sketch is attached as Exhibit E.
- H. The City Engineer comments dated August 29, 2018 are attached as Exhibit F.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF MAYER, MINNESOTA: that the preliminary PUD plan for a single family residential subdivision to be known as Coldwater Crossing 8th Addition is hereby approved with the following conditions:

1. Final Planned Unit Development Plan Submittal. Within twelve months following the approval of the preliminary planned unit development plan, the applicant shall file the final planned unit development conforming to the approved preliminary planned unit development.
2. Final Planned Unit Development Plan Extension of Time. For good cause shown, the City, at its discretion, may grant an extension of time of one year for filing the final PUD and required accompanying papers, and may grant additional one year extensions; provided, however, the City shall have the right to reexamine and update any conditions made to mitigate development impact.
3. Termination of Preliminary Planned Unit Development Plan. In the event the final planned unit development or any required application and materials are not filed within twelve months following approval of a preliminary planned unit development, the approval of the preliminary planned unit development shall lapse and the approval shall be deemed null and void and without force or effect, unless a extension of time has been granted by the City.
4. Lot Sizes. The sizes of the lots in Coldwater Crossing 7th Addition shall meet the lot size requirements and setback requirements of the R-1 Low Density Residential District, except the lot width shall be a minimum of seventy-five feet wide.
5. Right of way Width. The streets right of way width shall be fifty feet wide for all streets except that the right of way width for 7th Street NW shall be sixty feet wide.

Adopted by the Mayer City Council this 10th day of September, 2018.

Mayor Mike Dodge

Attest:

Margaret McCallum, City Administrator

The following Council Members voted in favor:

The following Council Members voted against or abstained:

Whereupon the motion was duly passed and executed.

Published:

Filed with Carver County:

Attachments:

Exhibit A - Aerial Location Map

Exhibit B - Preliminary Plat of Coldwater Crossing 8th Addition dated 9-7-18

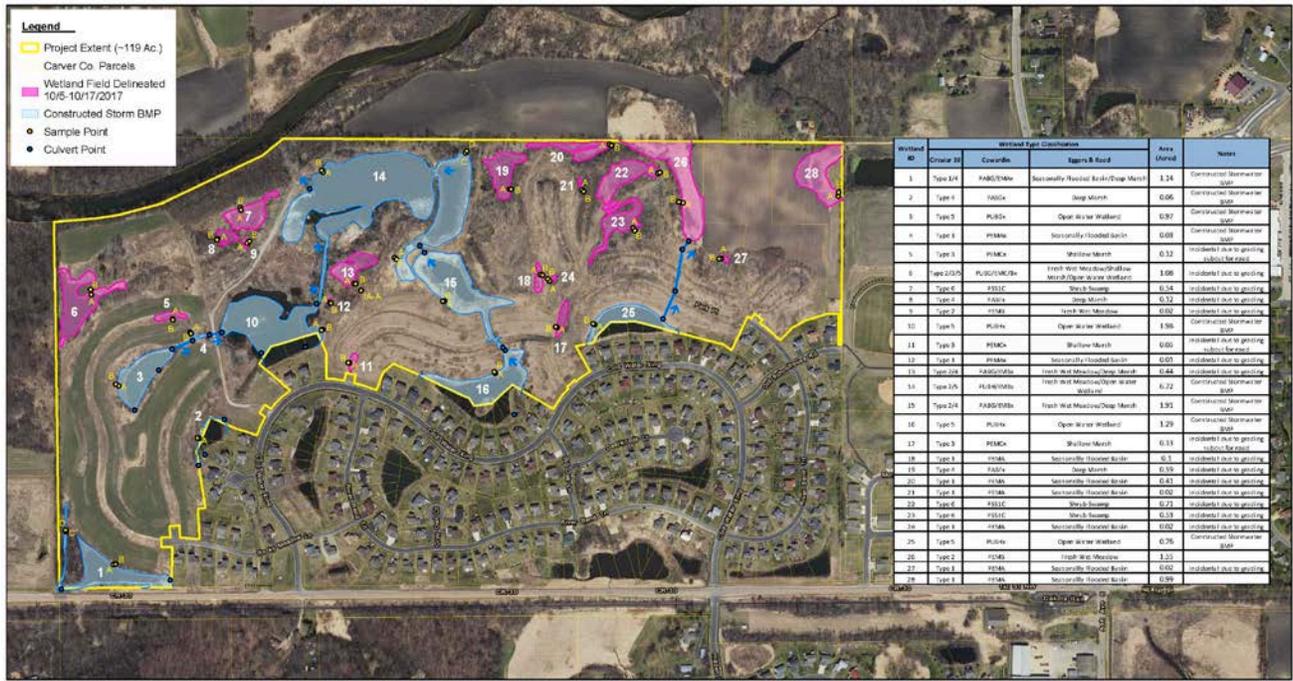
Exhibit C - Wetland Delineation Map dated 6-17-18

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Exhibit E - Street Vacation Legal Description & Sketch

Exhibit F - City Engineer Comments dated August 18, 2018

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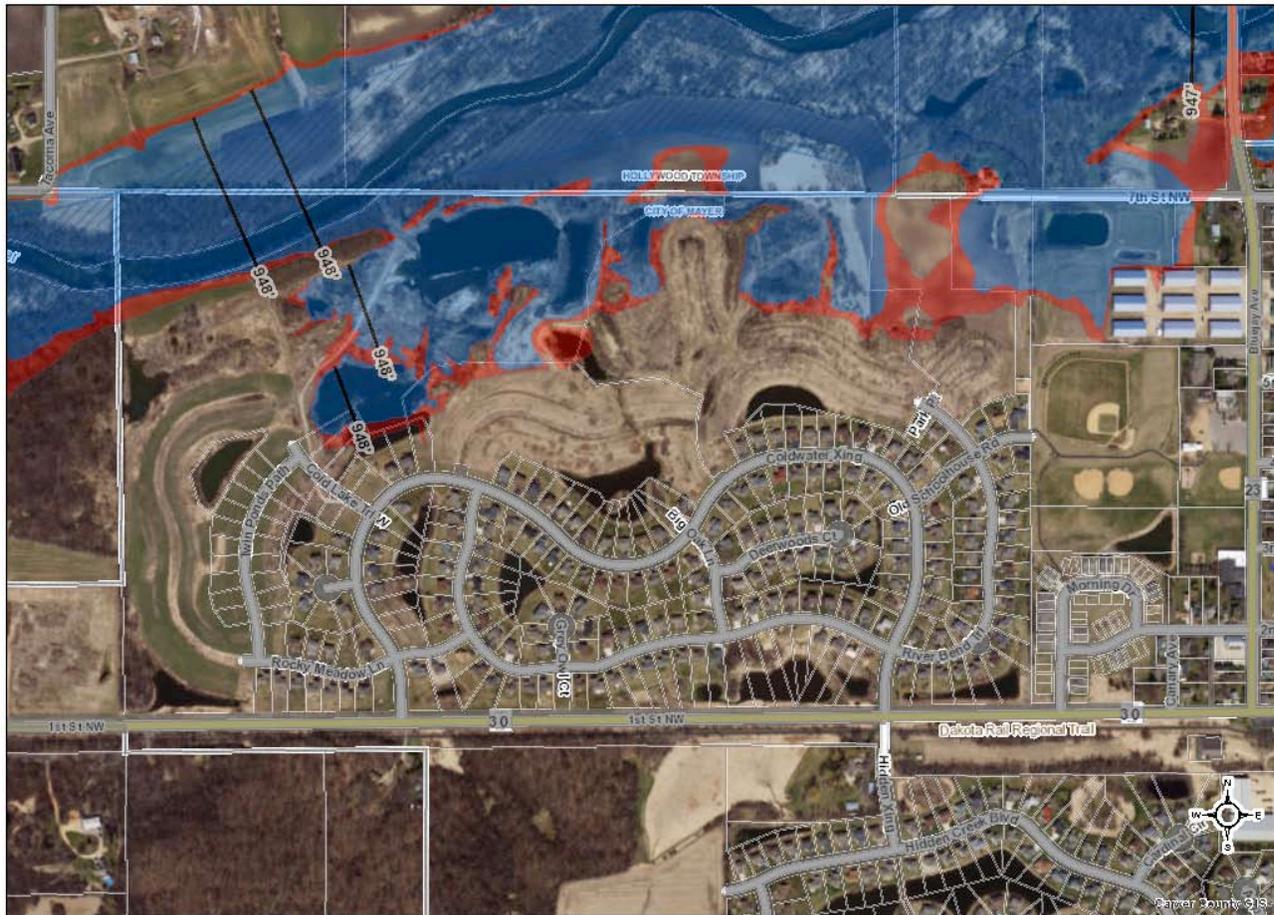


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Coldwater Crossing - Wetland Delineation
 County Road 30, Mayer, MN 55360

6/27/2018
Fig. 5
 Comm. No. 14592

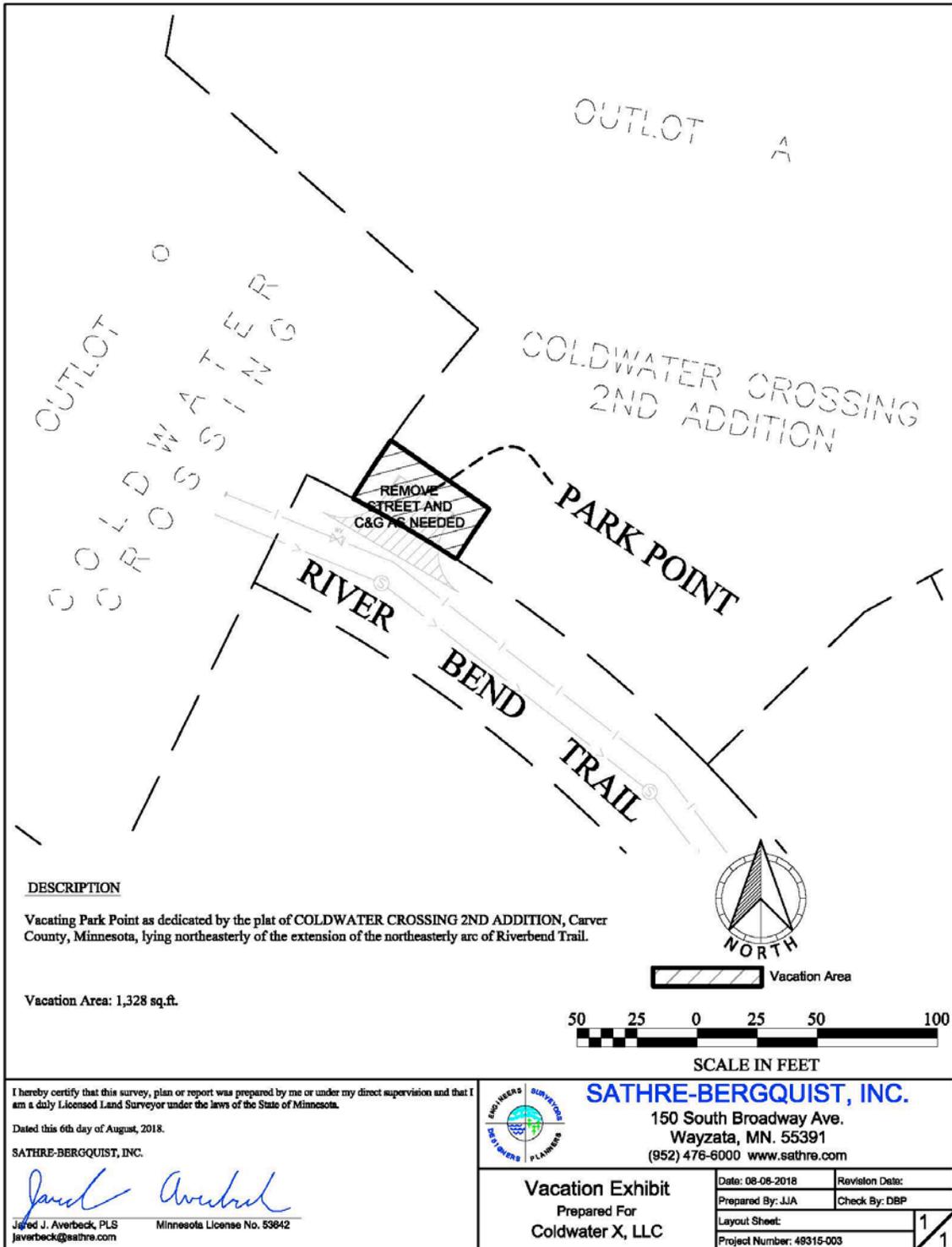
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Map Date: 8/17/2018

Exhibit E - Street Vacation Legal Description & Sketch



DESCRIPTION

Vacating Park Point as dedicated by the plat of COLDWATER CROSSING 2ND ADDITION, Carver County, Minnesota, lying northeasterly of the extension of the northeasterly arc of Riverbend Trail.

Vacation Area: 1,328 sq.ft.

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Dated this 6th day of August, 2018.

SATHRE-BERGQUIST, INC.

Jared J. Averbeck
 Jared J. Averbeck, PLS
 javerbeck@sathre.com
 Minnesota License No. 53842



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150 South Broadway Ave.
 Wayzata, MN. 55391
 (952) 476-6000 www.sathre.com

Vacation Exhibit
 Prepared For
 Coldwater X, LLC

Date: 08-06-2018	Revision Date:
Prepared By: JJA	Check By: DBP
Layout Sheet:	1/1
Project Number: 48315-003	



Real People. Real Solutions.

2638 Shadow Lane
Suite 200
Chaska, MN 55318-1172

Ph: [952] 448-8838
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August 29, 2018

City of Mayer
Attn: Margaret McCallum
413 Bluejay Avenue
Mayer, MN 55360

RE: Coldwater Crossing 8th Addition
Engineering Review #1

Dear Margaret:

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Exhibit F - City Engineer Comments Dated August 29, 2018 Page 2

Coldwater Crossing 8th Addition
August 29, 2018
Page 2

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Coldwater Crossing 8th Addition
August 29, 2018
Page 3

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Sincerely,

Bolton & Menk, Inc.



Robert E. Bean, Jr., P.E.
Water Resources Engineer



Memorandum

Item: West Ridge Park Amenities – Installation Quote

Meeting Date: September 10, 2018

Presented By: Margaret McCallum, City Administrator

Details:

The Capital Improvement Budget for 2018 is \$70,000.

The actual cost for the West Ridge Play Equipment is \$56,958.28. This was approved by Council at the August 27, 2018 meeting.

In order to determine whether or not to approve the installation by flagship or to have the public works department do it, the Council sought clarification on a warranty for installation.

According to the Flagship, if they did the installation of the equipment, there would be a 1 year warranty on the installation. The equipment would have a warranty regardless of who installs it.

If public works did the installation, the City would not qualify for the 1 year installation warranty.

The quote for installation is \$9,853.86.

Attachments:

Official Pricing from Flagship for West Ridge Installation.

Terms & Conditions

Contract: Seller's Copy of signed quote represents the contract between Seller and Buyer. This form supercedes all previous communications and negotiations and constitutes the entire agreement between the parties. Any changes to this contract are not binding unless jointly agreed in writing via Change Order.

Quantity: The quantity of merchandise and/or material to be delivered and/or installed shall not vary from the amount specified unless a different amount is first agreed to via Change Order. Changes are subject to price adjustment.

Pricing: Pricing is F.O.B factory. Current year pricing is honored on contracts completed prior to December 3, 2018. Contracts completed after this date are subject to price change.

Responsibility: Flagship Recreation shall be responsible for any loss or damage to merchandise until delivered to Buyer at F.O.B destination point. Buyer is responsible for loss or damage thereafter.

Inspection: Merchandise shall be subject to Buyer's inspection within a reasonable time after the arrival at the ultimate destination. Upon inspection, it is the Buyer's responsibility to notify Flagship Recreation if merchandise does not meet requirements of the order.

Project Scope (This Section For Quotes Including Installation)

Inclusions:

- One Mobilization
- Public Utility Locates
- Unpacking of Play Equipment
- Assembly of Play Equipment
- Placing, Digging or Surface Mounting Equipment (as specified)
- Concrete for Play Equipment Footings
- Standard Insurance Offer (Detail Provided Upon Request)
- Standard Warranty Offer (Detail Provided Upon Request)
- Standard Wage Rates

Exclusions (Unless Specifically Quoted):

- Accepting & Unloading of Order Prior to Installation
- Storage or Security of Equipment
- Private Utility Locates (irrigation, low voltage, lighting, etc.)
- Additional Labor Due to Site Access. Require 8' Wide Clearance from Staging Area to Play Space.
- Additional Labor and/or Related Costs Due to Subsurface Conditions (Rock, Hardpan, Heavy Clay, Ground Water, etc.)
- Additional Labor and/or Related Costs Due to Working in Unstable Soils (Sand, Pea Rock, Mud, Poor Site Drainage, etc.)
- Offsite Removal of Spoils From Footing Holes or Other Excavation. Can be stockpiled for owner removal or left in play space
- Disposal of Packing Material. Can be Stockpiled for Owner Removal or Deposited in Owners Onsite Dumpster
- Removal of Existing Play Equipment, Border or Safety Surfacing Material
- Site Work of Any Kind. Exclusions include, site grading (owner to provide max slope of 1%), site restoration, drainage, etc.
- Border for Play Space
- Bonding of Any Type
- Permits of Any Kind

Please note, quotes including installation are based on site access and site conditions that have been conveyed to Flagship Recreation by the owner/owner's representative and based on ideal conditions required to complete the project as quoted. Unless addressed prior to the installation quote being issued or specifically documented herein, any issues encountered that impede the progress or completion of the project as quoted will result in additional charges.

Acceptance of Quotation:

Accepted By (Print)	Margaret McCallum - City Administrator	PO#:	
Signature:		Email:	margaret.mccallum@cityofmayer.com
Title:		Phone:	
Date:		Purchase Amount:	\$9,853.86

